



SUNY Potsdam Residence Life COVID-19 Housing Release for Fall 2020

This release application is for new and returning residential students who have health concerns related to living on campus during the Fall 2020 semester due to COVID-19. If approved, students who fill this out and include all required information will be released to live at their legal home address for the Fall 2020 semester only and will gain one semester credited to their on-campus housing semester balance. Students approved for this release will not be charged a termination fee.

Name: _____ P#: _____

Cell Phone: _____ Email Address: _____@potsdam.edu

Student Status (select one): New First Year Student New Transfer Student Returning Student

Home Address: _____

PLEASE INITIAL NEXT TO EACH SELECTION BELOW

_____ I am requesting permission to be released from the housing requirement and to live at home at my legal address as I will be participating in online education for the **Fall 2020 semester** due to COVID-19 and will not be physically in Potsdam.

_____ I understand that my parent/guardian must also send a letter or email confirming that I will be remaining at home. This letter will include my name, date of birth, and the physical address of our residence, not a PO box. I understand that an email confirmation will be sent to my Potsdam email address with approval once all parts have been received.

_____ I am requesting permission to be released from my PACES meal selection as I will be living at home at my legal address and will not be on campus nor physically in Potsdam during the **Fall 2020 semester**.

Signature: _____ Date: _____

**RETURN THIS FORM VIA EMAIL TO RESLIFE@POTSDAM.EDU
FOR QUESTIONS OR CONCERNS, PLEASE EMAIL OR CALL 315-267-2350**

FOR OFFICE USE ONLY

DATE RECEIVED _____ BY (PRINT): _____

RESIDENCE LIFE DECISION: APPROVED DENIED DATE: _____

RESIDENCE LIFE SIGNATURE: _____

SLARMAP: SPACMNT: TSAAREV: EMAIL CONFIRMATION: _____ PACES: _____