

# Roommate / Suitemate Request Form

We, the undersigned, are requesting for the following student to be assigned to our room and/or suite. By signing and executing this form, we understand that roommate / suitemate requests are **not** guaranteed by Residential Life & Housing and must be mutual in order to be considered. It is our responsibility to obtain all the required information and signatures. We understand that should a signature be called into question or forged, this request will be disqualified and may result in disciplinary action.

## STUDENT WE REQUEST TO LIVE IN OUR ROOM OR SUITE

<b>Name</b>	<b>7-Digit ID</b>
<b>Requested Building &amp; Room</b>	<b>Barnard Email</b>
<b>Student above is</b> <input type="checkbox"/> requesting a room change <input type="checkbox"/> applying for housing (ex. returning from study abroad, etc.)	

**Note:** the student specified above must complete either a Housing Application or Room Change Request form asking to be placed in this room or suite with the following student(s). The completion of this form alone would not result in the placement.

## SIGNATURES OF CURRENT MEMBERS OF ROOM / SUITE

- A. If the room is a double or triple occupancy room, only the signatures of the current room occupants are required.
- B. If the room is in a suite (600s, Plimpton, CG, or 110th Street), all the current occupants of the suite must sign. Please note that Hewitt, Elliott, and Sulzberger Tower are not considered to be suite-style (and students may not use this form in order to try to pull others into single rooms on their floor).

<b>Name 1</b>	Signature
Room #	Date
Email	

<b>Name 2</b>	Signature
Room #	Date
Email	

<b>Name 3</b>	Signature
Room #	Date
Email	

<b>Name 4</b>	Signature
Room #	Date
Email	

<b>Name 5</b>	Signature
Room #	Date
Email	

Please submit completed forms to the Residential Life & Housing office (110 Sulzberger) or fax to (212) 854-1561.