

## **NORTHFIELD OPTION GUIDELINES/AGREEMENT**

- Only students classified as Class of 2013 are eligible for Northfield Option. Class status is determined by the Registrar. A change in class year will result in a new lottery number coinciding with the class year being issued.
- Northfield Option will be offered to seniors based on lottery number with number 1001 being the best number.
- A senior may apply for Northfield Option for him/herself and up to four other seniors which will constitute a Group Northfield Option Request. There may not be more than five members in a group.
- All members of a group approved must live together at the same address and in the same rental unit or apartment.
- A lottery number may be used only once. Seniors may apply individually or they may use their lottery number to apply for one Group Northfield Option Request.
- The senior whose number is used to draw a Group Northfield Option must remain in Northfield housing for at least one term. Only if all members of the Group Northfield Option Request agree to return to campus housing and, if there is space available in College-owned housing, will that person(s) be readmitted to housing prior to completion of one term in Northfield housing.
- A student included on the Group Northfield Option Request may decline to take Northfield Option. However, it will only be possible to include another senior as part of the group if they are approved from the wait list.
- Students/Groups approved for Northfield Option will be given two weeks from the date of offer to accept or decline Northfield Option. No student will be given an extension. Students who miss the deadline will be required to add their name to the wait list if they still wish to have Northfield Option.
- Groups accepting Northfield Option are required to submit a copy of their Lease Agreement, with all resident names listed along with their letters accepting Northfield Option.
- Students accepting Northfield Option are required by the College to provide the address at which they will be living and a phone number they can be contacted with. A directory suppress can be arranged by contacting the Dean of Students Office staff.
- Students not approved at the Northfield Option Draw occurring on February 13 will be wait-listed by lottery number. Students applying February 14 or later will be wait-listed by time and date of submission. Students on the wait list will only receive Northfield Option offers if and when it is determined that additional space is required in College-owned housing.
- Students are not approved to live off-campus until an offer is made and an acceptance letter is submitted.
- Students must request permission each year to have Northfield Option. Northfield Option is granted on a yearly basis.
- Students who are married and/or have children living with them are exempted from the Northfield Option Draw. Please send supporting documentation (copy of marriage license, birth certificates) to Residential Life prior to February 10. Students exempted from Northfield Option draw are not eligible to use their lottery number for a Group Northfield Option Request.