CARLETON COLLEGE
Office of Residential Life

WINTER TERM DRAW-IN FORM

- If you know who you would like to be your roommate for winter term, please complete the
  Draw-In form and return to Residential Life prior to October 16th, Monday of 6th Week.

If you do not fill your vacancy by October 30, the room you are staying in will be put on the list of
rooms available for final placements of returning students. **We expect high numbers of returning
students for the winter term and anticipate filling all vacancies.**

In order to fill the vacancy in your room next term, you have two options:

1. **Choose someone currently living on campus** and have them sign the form indicating agreement to move into your
   room. The person changing housing must inform their current roommates of the change. Please include their
   current housing assignment on this form. **Last day to submit this form: October 16th, Monday of 6th Week.**

2. **Choose someone returning to campus next term.** If a proxy is signing for someone, please have them sign in the
   following manner “John Doe, proxy for Judy Jones.” **Last day to submit this form: October 30, Monday of 8th
   Week.**

A list of vacancies will be posted on The Hub. Proxies and others looking to move will begin
contacting you about moving into your room. Please note that we will need to fill nearly every
vacancy on campus to accommodate all the students returning from off-campus.

**PLEASE NOTE:**

- **DAVIS, EVANS, JAMES, SEVERANCE, AND ALL CAMPUS HOUSES, INCLUDING THE TOWN
  HOUSES, ARE UNAVAILABLE TO FIRST YEAR STUDENTS.**
- **CASSAT HALL AND EVANS HALL ARE USED FOR BREAK HOUSING.**

**RUMORS, RUMORS, RUMORS--Don’t rely on them.** If you have questions, call our office at Ext. 4072 or e-mail
ResLife@carleton.edu.

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Residence Hall/House and Room Number ________________________________________________________________

Current Resident(s)                                                                                      Signature of Resident remaining in room next term

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__________________________________________________________________________

I’m (We’re) drawing someone in:
The person(s) listed below will live in the room:

Name                                                                                                 Signature (new roommate or proxy)                                                                 Current Housing or Status

__________________________________________________________________________                                                                 ____________________________________________________________________________

__________________________________________________________________________                                                                 ____________________________________________________________________________

__________________________________________________________________________                                                                 ____________________________________________________________________________