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 19th, Monday of 6th Week.

If you do not fill your vacancy, 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 19th, 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: November 2nd, 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.

Residence Hall/House and Room Number: __________________________ Phone #: __________________

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): __________

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