

**REQUEST FOR PERMISSION TO RESIDE IN CHAPTER HOUSE DURING PERIODS
OTHER THAN WHEN CLASSES ARE IN SESSION**

Please check appropriate box:

- ____ Extension after my final exams are completed
 **if extension needed after completion of final exams Dec. 2011 (after Wednesday, Dec 21st, 2011 at 5pm and no later than Thursday, December 22nd 2011 at 12 noon)
- ____ Early Return in Jan. 2012 for Spring Sem.(no earlier than Friday, January 6, 2012)

CHAPTER HOUSE I WOULD LIKE TO RESIDE IN: _____ **Room #** _____
DATE I WOULD LIKE TO MOVE IN/EXTENDING STAY: _____

NAME _____ **PennID#** _____
EMAIL ADDRESS _____
PHONE NUMBER/CELL PHONE _____
HOME CONTACT INFO: _____

EMERGENCY PHONE/CELL PHONE CONTACT AND THEIR RELATIONSHIP TO YOU: _____

REASON WHY I NEED TO MOVE IN EARLY OR I NEED AN EXTENSION TO STAY: _____

IF YOU ARE WORKING FOR AN OFFICE ON CAMPUS, (ex. Athletic team, or other activities) PLEASE SPECIFY:
OFFICE CONTACT PERSON: _____
OFFICE PHONE NUMBER: _____
EMAIL ADDRESS: _____

Submitting this form does not automatically grant you approval of your request for extension.

THIS FORM MUST BE RECEIVED NO LATER THAN (note the following date carefully:

*** December 1, 2011 for consideration for extension to move out after fall semester final exams (after 12/21/11) OR, Early Move In for January, 2012 and the start of Spring 2012 Semester (prior to 1/8/12 but no earlier than 1/06/12).**

**TO: OFFICE OF FRATERNITY/SORORITY LIFE
 3933 Walnut Street, Philadelphia, PA 19104-6136 or fax 215-573-2406**

Questions??? 215-898-5263 or astaples@pobox.upenn.edu

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