

**University Housing and  
Residential Life**

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## HOUSING SELECTION PROCESS PROXY FORM

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### INSTRUCTIONS

This form should be used in the situation whereby a student is unable to attend the 2008 Housing Selection Process on the day and time that they are assigned. Completing this form will allow another student to act on their behalf and make decisions regarding their housing for Fall 2008 – Spring 2009.

To be completed by the student unable to attend meetings during the Housing Selection Process:

Student Name: *(Last Name, First Name)* \_\_\_\_\_ Class Code: \_\_\_\_\_

RMS ID Number: \_\_\_\_\_ Temple University ID Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Current E-mail Address: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Campus Address: *(Building and Room Number)* \_\_\_\_\_

Day and Time for Housing Selection Appointment: \_\_\_\_\_ Housing Lottery Number: \_\_\_\_\_

### PROXY FORM AUTHORIZATION

I hereby authorize \_\_\_\_\_ (print name of Proxy) to serve as my Proxy during 2008 Housing Selection Process. I understand that this student will have the ability to make decisions regarding my possible room assignment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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To be completed by the student agreeing to serve as the PROXY:

Student Name: *(Last Name, First Name)* \_\_\_\_\_ Class Code: \_\_\_\_\_

RMS ID Number: \_\_\_\_\_ Temple University ID Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Current E-mail Address: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Campus Address: *(Building and Room Number)* \_\_\_\_\_

Day and Time for Housing Selection Appointment: \_\_\_\_\_ Housing Lottery Number: \_\_\_\_\_

## IMPORTANT INFORMATION FOR PROXY

In order to act as a Proxy, you will need to bring the following to the Housing Selection Process meetings on the appropriate day and time:

- The printed *SUMMARY CONFIRMATION PAGE* with the Room Selection slip of the individual not able to participate in Housing Selection Process meetings stapled to the front.
- The printed *SUMMARY CONFIRMATION PAGE* page(s) of any potential roommate(s) with their Room Selection slips stapled to the front. All of these students must be eligible to participate in the Housing Selection Process.
- *CONFIRMATION PAGE* for the *GROUP/INDIVIDUAL HOUSING INTENTION FORM*
- Temple University I.D. Card for the student serving as the Proxy.
- The completed Proxy Form.