

BREAK EXTENSION REQUEST FORM
Residence Life - McDaniel College

Name (please print): _____ Email: _____ ID# _____

Current Residence & Room: _____ Phone: _____

Extension from (list dates): _____ to _____

I am requesting permission to remain in my residence on campus beyond the break closing due to: (please check all that apply and provide documentation including name and campus telephone number of the sponsoring faculty/staff member and/or reasons to support your request).

- Intercollegiate Athletics _____
- McDaniel class schedule (Professor's name and extension) _____
- College related activity _____
- International Student status _____
- Other (specify) _____

Please Note: Students who are granted permission to remain on campus must adhere to all college policies and procedures as stated in the *Student Handbook*. Students cannot host guests, parties, or otherwise engage in any behavior that violates College Policy. The Department of Residence Life reserves the right to remove a student from campus during a break for violations of College Policy.

Return this form to: Your area RLC or Department of Residence Life, Student Affairs Suite, Decker College Center. Notification and instructions will be forwarded through campus mail.

For Office Use Only:

Request: _____ Approved _____ Denied _____ By: _____
Reason: _____

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