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### **Campus View Village Waitlist and Room Offer Policies:**

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Campus View Village does not guarantee housing for any student at any time and rooms are offered solely on a space-available basis. Due to Campus View Village's commitment to serving international students and student athletes from outside of Skagit County, waitlist policies have been devised specifically to address these students' unique needs for fall quarter only.

Once an application is complete and the required application fees are submitted, Campus View Village staff will contact the applicant to confirm the receipt of the application. Due to the high volume of applications, Campus View Village will be unable to give any clear indication of placement on a waitlist.

If a room comes available, Campus View Village will contact the first applicant on the waitlist to make a formal room offer. If the room is accepted, the applicant will be required to submit a security deposit of \$225.00 to the Campus View Village office as a guarantee of occupancy. The security deposit cannot be waived, but if financial hardship exists, the applicant should contact the Campus View Village office. Security deposits are fully refundable if a cancelation is made 21 days or more prior to the scheduled date of move-in, otherwise it may be forfeited to Campus View Village as a late cancelation penalty.

If an applicant does not receive a room for the quarter for which they applied, the applicant will remain on the waitlist for all future vacancies, including mid-quarter and subsequent quarters until the applicant contacts the Campus View Village office to request to be removed from the waitlist or until applicant stops responding to communication from the Campus View Village staff, at which time the applicant will be required to submit a new application and application fees.

#### **Fall Quarter:**

Due to the high demand for housing in the fall quarter, Campus View Village maintains three separate waitlists for fall quarter only. Each waitlist will be ordered given all applications received prior to July 1<sup>st</sup>. Room offers will then be made in late July/early August prior to fall quarter.

Applications received prior to July 1<sup>st</sup> are placed on one of three waitlists:

1. International Students: Students arriving to Skagit Valley College from other countries through the International Programs Office will be placed on a waitlist of saved rooms. The order of this waitlist will be based upon the following factors:
  - a. Continuing and returning resident international students will be given priority over new applications.
  - b. New applicants will be offered rooms on a space-available basis in order of date in which the completed application and application fees were submitted to Campus View Village.
2. Skagit Valley College Athletes: Students arriving to Skagit Valley College to play on a Skagit Valley College athletic team will be placed on a waitlist of saved rooms. The order of this waitlist will be based upon the following factors:
  - a. Athletics communicated housing assignments
  - b. Continuing and returning resident athletes will be given priority over other new applications.

- c. New applicants will be offered rooms on a space-available basis in order of date in which the completed application and application fees were submitted to Campus View Village.
3. Any remaining international students, athletes, and all other students will be placed on a waitlist of the remaining rooms.
  - a. Continuing and returning residents will be given priority over new applications.
  - b. New applicants will be offered rooms on a space-available basis in order of date in which the completed application and application fees were submitted to Campus View Village.

Applications received after July 1<sup>st</sup> and applicants who do not receive an initial room offer are then placed on a single, summative waitlist:

1. All applicants remaining after initial room offers are made and all new applicants will be offered rooms on a space-available basis in order of date in which the completed application and application fees were submitted to Campus View Village.

**Winter, Spring, Summer, and Mid-Quarters:**

All applicants will be offered rooms on a space-available basis in order of date in which the completed application and application fees were submitted to Campus View Village. Continuing and returning residents will be given priority over new applications.