

Summer Contract Change Request
Kansas State University Housing and Dining Services

Housing and Dining Services, Kansas State University
104 Pittman Building, 1531 Mid Campus Dr. North, Manhattan, KS 66506-4601
Email: housing@k-state.edu
Phone: 785-532-6453 or toll free 888-568-5027
Fax: 785-532-6855

Name: (please print) _____

First

Last

Wildcat ID Number: (a 9-digit number that starts with an 8) _____

Phone Number: _____

Of the sections below, complete only those in which you are requesting a change.

Meal plan

Change Meal Plan to _____ 20 Weekly Meals _____ 12 Weekly Meals

Arrival and Departure Dates

Changes to your expected arrival or departure date(s) must be made a minimum of 3 days in advance of the proposed date requested here. Failure to provide the required 3-day notice will result in a \$75 improper check-in/out fee.

Expected Arrival Date: _____ Expected Departure Date: _____

Roommate and Room Type Preferences

Every attempt will be made to accommodate your roommate and room type preferences, but there is no guarantee. Housing and Dining Services reserves the right to make final decisions on all assignments.

Preferred Roommate Name

Preferred Roommate Wildcat ID Number

1. _____ 1. _____

Room Type Preference _____

Information Release Name(s) _____

Other Changes _____

Student Signature _____ **Date** _____

FOR OFFICE USE ONLY

_____ Date changed in HMS _____ Date changed in KSIS _____ Date changed in PCS