



**Office of Residential Life**

Hibbing Campus  
 1515 East 25<sup>th</sup> St  
 Hibbing, MN 55746

**2023-2024 HOUSING CANCELLATION FORM**

**Return to the Office of Residential Life located on the first floor of Cardinal Hall, email to housing@minnesotanorth.edu, or mail to 1515 East 25<sup>th</sup> St, Hibbing, MN 55746.**

Student Name:	Student ID#:
Current APT Number (If applicable):	If you are currently in housing, on what date do you plan to move out?
Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring	Year:
Phone #:	Today's Date:

Students cancel housing at a variety of times of year and for a range of reasons. The Housing Contract is binding for the full academic year. Students who decide to leave MNC-Hibbing Campus Housing before the end of the term must meet one of the following conditions to be released from the contract: 1) Official withdrawal from school or transfer. 2) Official graduation from Hibbing Community College. 3) Student legally marries. 4) Doctor approved medical condition. Please check the option that best describes the situation under which you are withdrawing/cancelling your housing. Please note that deposit refunds and/or housing fee refunds will vary based on your specific situation.

PLEASE INDICATE WHY YOU ARE CANCELLING (CHECK ONE BOX ONLY):

- Remaining a MNC-Hibbing Campus; I will be commuting from home\*(You are still responsible for all housing and dining fees for the entire academic year)
- Remaining a MNC-Hibbing Campus student; I will be getting an off-campus housing\* (You are still responsible for all housing and dining fees for the entire academic year)
- Financial Difficulties\*\* (Documentation must be submitted, and then approved by the petitions committee)
- No longer enrolled at MNC-Hibbing Campus  Academically dismissed from MNC-Hibbing Campus  Getting legally married\*\*  Medical withdrawal\*\*
- Internship: Major \_\_\_\_\_
- Taking a break from school, but plan to return to MNC-Hibbing Campus
- Winter Graduation: completed all the classes required for my major at MNC-Hibbing Campus
- Transferring to another school (please specify) \_\_\_\_\_
- Called to active military service \*\*

DEPOSIT REFUNDS: The refund of your housing deposit will be processed within 60 days after you check-out. To receive a full refund, minus any fees owed to MNC-Hibbing Campus, you must have submitted your cancellation by June 1, 2023 (for fall 2023 semester) or December 1, 2023 (for spring 2024 semester).

**I have read this form. I understand that the date on which I submit this for, the status of my current housing assignment or application, and the date that I move out of Cardinal Hall will all impact any deposit refund to which I may be entitled to which I may be subject. I understand that submission of this form means that I am giving up my room assignment. Should I change my mind, I must reapply for a housing assignment.**

**STUDENT SIGNATURE**

**DATE**

\*Based on the 2023-2024 Housing Contract, you are subjected to full year's housing cost.

\*\*Provide appropriate supporting documents with this form.

Received Date:		Received By:	
Updated on StarRez on:		Updated By:	