

# NEW STUDENT PULL-IN REQUEST FORM

If you are requesting a roommate who will be a new SU student in the fall (freshman or transfer):

**YOU MUST PROVIDE ALL OF THE FOLLOWING INFORMATION**

**NEW STUDENT'S NAME:** \_\_\_\_\_ **SUID#:** \_\_\_\_\_

**NEW STUDENT'S STATUS (CHECK ONE):**  SU FRESHMAN (North Campus halls listed in Rule #4 below)  
 SU TRANSFER

**NEW STUDENT'S EMAIL:** \_\_\_\_\_

**YOUR NAME:** \_\_\_\_\_ **YOUR SUID#:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

## RULES FOR NEW STUDENT PULL-INS:

1. Roommate information must be received in a timely manner in order to allow Housing Office staff to comply with the roommate selection times associated with each round. See deadlines listed below.
2. New students wishing to live with returning students must submit an email to [housing@syr.edu](mailto:housing@syr.edu) indicating their preference for the returning student(s). They must include the last name and SUID# of each roommate requested. Once confirmed, the new student's name will be added to the list of eligible students from which you can choose their name. The Housing Office will serve as the new student's proxy and select their requested roommate(s).
3. If requested roommates change from those indicated in the new student's email, returning students must inform their new student pull-in. The Housing Office will require a follow-up email from the new student instructing us of the change. Acting as the new student proxy we will make the changes to his/her roommate selections.
4. SU first-year students may be indicated as future roommates by students assigned to the Blue Track. SU first-year students may **ONLY** be pulled-in as roommates in *DellPlain and Haven Halls*. SU transfer students may be included as future roommates in any undergraduate student housing for which you, or your roommate group's Track, are eligible.
5. This request will be honored only if the new student is an applicant on record at the Office of Admissions by April 1 and has a housing application and advance housing payment on file with our office by May 1. If these deadlines are not met, another student will be assigned to the space.

**CHECK the box of the Room Selection round in which you will participate:**

- 6-person suites (Transfers only)  
 3-person round  
 4-person round  
 2-person round  
 Any remaining space round (IF any beds remain)

### Deadline for pull-in confirmation

- 5 pm, Wednesday, March 21  
5 pm, Friday, March 23  
5 pm, Tuesday, March 27  
5 pm, Thursday, March 29  
9 am, Wednesday, April 4

**If you are participating with additional students you must list their name(s) and SUID#:**

NAME	SUID#
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

<b>OFFICE USE:</b>
Orange Track
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

THIS REQUEST MUST BE CONFIRMED MUTUAL FOR ALL ROOMMATES BY DEADLINES LISTED ABOVE.

STAFF USE ONLY: AC Date: ___/___/___ Mutual: <input type="checkbox"/> YES <input type="checkbox"/> NO
HOUSING ASSIGNMENT: _____
Notes: _____