

*Need to Cancel your On-campus Housing Before Move-in?*

*Use this Form*

***Housing and Dining Cancellation***

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Empl\_ID/University ID

\_\_\_\_\_  
Address

\_\_\_\_\_  
calpoly.edu email address

\_\_\_\_\_  
City, State,

Check here if cancelling

Poly Canyon Village

Cerro Vista

Residence Halls

\_\_\_\_\_  
Zip

Cancellation is being requested because \_\_\_\_\_  
\_\_\_\_\_

Check one:

Refund Requested

Be transferred to \_\_\_\_\_ payment

\_\_\_\_\_  
Student's Signature

(If under 18, both Parent/Guardian and Student must sign)

\_\_\_\_\_  
Parent's Signature

Submit by: **FAX : 805.756.5947**

or email: [housing@calpoly.edu](mailto:housing@calpoly.edu)

mail: Cal Poly

Housing Office, Building 31

San Luis Obispo, CA 93407-0207

***(This form must be submitted for housing cancellations prior to move-in, including housing secured by financial aid. If you need to cancel your housing after move-in, you must fill out a Petition to Cancel at the Housing Administration Office)***

Please Note: Refunds for Housing and/or Dining may be generated separately by Cal Poly's Student Accounts Office.