



Proxy Form for 2008-2009 Online Housing Selection

Only the student with the lowest lottery number and earliest lottery time will be permitted to select housing for the group via the Online Housing Selection system. Lottery numbers are not transferable, and in the event where a student needs a proxy because they cannot select housing for their group at their appointed time, the student needs to complete this Proxy Request Form. This completed form must be brought to Residence Life, Founders 202 by Wednesday, April 2nd.

Once completed Proxy Request Forms are submitted, the lottery time will be "transferred" to the proxy so that he/she can select housing for their group. After this switch is made, the student with the lowest lottery number will no longer be responsible for carrying the housing group through the Online Housing Selection process.

If a student is currently abroad and their lottery number will carry a group to select housing, they can select for the group via "My Housing" in Banner Web, or they may find a proxy that is currently on campus. They will need to email Kris Gray in the Residence Life office (kgray2@guilford.edu) as to who will be their proxy to select housing. If this is the case, please be sure to follow the same deadlines as mentioned below.

Proxy requests cannot wait until the time of selection. The deadline to submit the proxy form to the Residence Life office is Wednesday, April 2nd by 5:00 pm.

After printing this form, please sign and return to the Residence Life office (Founders 202) by the deadline listed above.

I, _____
Name of person NOT able to select housing (please print)

Lottery Date _____ Lottery Time _____

Lottery Number _____ G# _____

give my permission to _____
Name of Proxy (please print)

Lottery Date _____ Lottery Time _____

Lottery Number _____ G# _____

to select housing for me/group during the On-Line Housing Selection process for the 2008-2009 Academic Year.

Student Signature: _____ Date: _____