



Spring 2015 Room Draw Proxy Form

If you cannot attend the room selection process, you must select someone to serve as a proxy and choose a room for you during room selection. **Your proxy must bring this signed form to room selection or they will not be permitted to choose a room on your behalf.**

- Your proxy must be a current student enrolled at Oglethorpe University in Spring 2014, and will be asked to present a valid student ID. If they do not present their ID, they will not be able to select a room on your behalf. They will also need to have your photo ID with them.
- If your proxy is your roommate for this room selection, they can attend room selection during the time slot of whichever student has the highest priority number.
- The preferences listed below are by no means guaranteed to be available. They simply serve as a guide for conversation between Residence Life staff and your proxy in the event that your desired room(s) are not available.
- The Office of Residence Life assumes no responsibility if your proxy is late, fails to attend room selection, or selects an unsatisfactory room on your behalf.

Student Name: _____ **E-mail:** _____

Proxy Name: _____ **E-mail:** _____

Residence Hall Preferences (Bowden Magbee, Jobe Hansen, Alumni, Jacobs, Greek Row):

1. _____ 2. _____ 3. _____

Floor Preference (Circle One): First Second Third Fourth

Room Preference: _____

Please list any special needs (i.e. elevator access): _____

Is there anything else we should take into consideration in the event that your preferences are not available?

By signing this form I am authorizing the aforementioned student to serve as my proxy for room selection. I understand that my designated proxy needs to bring this form, my photo ID, and their student ID to room selection. Furthermore, I understand that the Office of Residence Life takes not responsibility if my proxy is late, fails to attend room selection, or selects an unsatisfactory room on my behalf.

Student Signature: _____

Date: _____

Proxy Signature: _____

Date: _____