

Student Housing Application

Date: [Insert Date]

To: [Housing Office/Residence Hall Coordinator]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Subject: Application for Residence Hall Petition

Dear [Housing Office/Residence Hall Coordinator],

I hope this letter finds you well. I am writing to formally apply for student housing in the residence hall for the upcoming academic year. I am a [your year, e.g., freshman, sophomore] majoring in [your major] at [your university].

Due to [briefly explain your reason for needing housing, e.g., proximity to campus, personal circumstances], I am seeking a spot in the residence hall. I believe that living on campus will greatly enhance my academic experience and provide me with the necessary resources to succeed.

Enclosed are my completed application form, proof of enrollment, and any additional supporting documents you may require. I appreciate your attention to my request and look forward to your positive response.

Thank you for considering my application. Please let me know if you need any further information.

Sincerely,

[Your Name]