Summer Housing Eligibility for On Campus Student Employees

One of the three eligibility requirements to live in summer housing on campus is working at LMU for a minimum of 20 hours a week during the summer. This form may be used to verify a student’s employment for working on campus. Please complete and submit this to the Student Housing Office located on the first floor of Leavey 6 before your summer move in date.

Student Information

Name: __________________________ ID number: __________________________

Email Address: __________________________ Phone Number: __________________________

I certify that I am working a minimum of 20 hours a week on campus. I understand that I must contact the Student Housing Office within 24 hours of any changes in my employment status.

_____________________________________________  ______________________
Student Signature  Date

Supervisor Information

Student’s Job Title: __________________________

Supervisor’s Name: __________________________ Department: __________________________

Supervisor’s Contact Number: __________________________ Hours per week: __________________________

Dates of Employment: Start Date: ______________ End Date: ______________

I certify that this student is employed by my office and is working a minimum of 20 hours a week.

_____________________________________________  ______________________
Supervisor’s Signature  Date