

## Who is eligible to renew?

Some matriculated students are qualified to renew their contracts for the subsequent academic year in a simple, one-step process that bypasses the Lottery. If you aren't eligible to renew, or if you want to move to a new residence for the coming year, you must join the spring Lottery.

Your ability to renew housing is based on your degree program, the number of years you have lived in housing, and whether or not you are assigned to a residence that is open year round. Eligible students who are living in academic year housing that is closed for the summer will be guaranteed an assignment as long as they are willing to accept any other housing assignment and are willing to take a summer contract.

## Eligibility for Renewals

- Doctoral students (PhD, DMA, & JSD) who are living in housing during the Spring Quarter and have been in housing for fewer than six years.
- MD students who are living in housing during the Spring Quarter and have been in housing for fewer than three years.
- JD students who are living in housing during the Spring Quarter and have been in housing for fewer than two years.
- Master's students with children who are living in housing during the Spring Quarter and have lived in housing for one year.

## To qualify for contract renewal, you must:

- Live in a Graduate Housing residence that is open year-round, or if you live in a building that is open for just the academic-year and are willing to take a summer contract and accept any other housing assignment.
- Have at least one remaining year of housing assignment priority,
- Remain in the same category of housing (i.e., single student, couple, or student with children),
- Remain in your residence through this summer and into the upcoming year,
- Be in good academic and financial standing with the University as a matriculated student,
- Apply by the renewal deadline.

## Before you apply

- Review the rates and fees.
- Review the [Residence Agreement](#). When you apply, you will be asked to agree to the terms.
- If, while you lived in university housing this year, your family size changed and exceeds the occupancy limit for your apartment, you cannot renew your contract. You must file a Lottery application.
- If you renew your contract, you will not be able to cancel the summer contract between this current academic year and the next academic year. However, you can sublet your apartment for one term over the summer.

## To apply

- Go to <https://axess.stanford.edu>.
- Select "Housing and Dining" under the **Student** menu.
- Select "Renew Your Contract" under the Housing Applications section and follow the prompts.

## When you apply

- Be sure that your name, student ID, gender, academic department, contact information, and degree program are listed correctly.
- Carefully read each section of the application before you enter information.
- Be sure to complete all appropriate sections of the renewal; we cannot process incomplete renewals.
- If you are a single student, review your personal roommate preferences and decide whether to list group information. You will not be going through the Lottery with a group, but the Housing Front Desk can use that information to try to assign friends to your apartment if they are assigned to the same type of housing.
- If you are in couple without children or student with children housing, confirm the additional residents living in your apartment.
- Carefully review your residence information before you submit your renewal.
- If you have trouble submitting your application, contact Housing Assignments by filing a Service Now request at [services.stanford.edu](https://services.stanford.edu) or by phone at (650) 725-2810.
- If you have successfully submitted an application, you will see a confirmation page and receive a confirmation email.

## After you renew

- Verify that Housing Assignments has received your renewal under the Housing Applications section in Axess.
- If you subsequently decide that you no longer need housing or would like to submit an application instead, you may withdraw your renewal without penalty until the renewal deadline by selecting "Withdraw" under the Housing Applications section.
- If you decide to cancel this assignment after the withdrawal deadline but before September 1, you will be charged a fee of \$100 - 450 on your university bill depending on when you cancel; your current summer contract will be set to your original contract end date; and, you will not be eligible to terminate this summer's housing contract.
- After September 1, you may only be released from contract per the Residence Agreement's Termination of Occupancy terms. Generally, you may only be released from your obligation to pay rent for the duration of your contract if you take a leave of absence or graduate.

## Housing application information is confidential and provided only to residence staff who make room and apartment assignments.

Note: Stanford University may ask you to provide certifiable documents of facts detailed in your housing application or on your signed Residence Agreement. Any misrepresentation of facts for housing purposes is considered a violation of the Stanford University Residence Agreement and the Fundamental Standard of student conduct and may result in the loss of housing privileges and/or possible University disciplinary action.

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