

**UNIVERSITY HOUSING & RESIDENTIAL LIFE**  
**California State University, Long Beach**

May 3, 2019

Dear ,

Thank you for applying to University Housing for the 2019-2020 academic year. Unfortunately, due to a high demand for Housing and limited available spaces, we are unable to confirm a space for you at this time. You have been placed on a paid waitlist and have the following options available to you:

**Option 1: Remain on the Waitlist**

We anticipate that more spaces will become available in the coming weeks. As they do, we will confirm students off the waitlist; you will be notified by email if you have received a space. If you choose not to accept the space, you must log on to the Housing Portal and officially cancel your Housing application. You will be removed from the waitlist and you will forfeit your License Service Fee payment.

**Option 2: Housing Application Cancellation**

If you prefer not to stay on the waitlist, sign into the Housing Portal and cancel your application. Your License Service Fee payment will be refunded. For details on how to cancel, please see Cancellation Policy below.

**Cancellation Policy**

To cancel, log on to your Housing application from the Housing Portal and follow the cancellation procedures. If you cancel before you have been confirmed a space, the main Housing office will review it to see if you qualify for a refund

If you cancel after you have accepted a space, your service fee payment will not be refunded. In addition, a prorated charge of \$34 per day will be assessed if you cancel after July 20, 2018.

You can find more information about the Cancellation Policy at [www.csulb.edu/divisions/students/housing/cancellation\\_policy](http://www.csulb.edu/divisions/students/housing/cancellation_policy)

Thank you for your interest in CSULB University Housing. If you have any questions, you may email us at [housing@csulb.edu](mailto:housing@csulb.edu) or call us at (562) 985-4187.

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We're on Facebook! Check us out at [CSULB HOUSING](#), for news and updates.

*A Note from GradGuard*

*Whether you decide to live on or off campus, students should carry some form of personal property and liability insurance coverage. The University does not offer renter's insurance protection, nor does it require that you choose any specific insurance provider. However, it has partnered with [GradGuard](#) to make their renter's insurance plan available to you as a preferred option, even if you decide to live off campus. Visit the [GradGuard](#) website to learn more.*