Residents who wish to cancel after completing the Personal History Form, signing electronically or signing a hardcopy of the Housing Contract, and paying the housing prepayment, must submit a cancellation notice by email or walk-in. The Cancellation will be effective upon receipt of the notice.

Methods of Cancellation
1. Electronic cancellation emailed to: housinginfo@ucsd.edu
2. Walk-in cancellation: HDH Administrative Services
   HDH Bldg., 2nd Floor@ Revelle Campus

Contract Cancellation Date and Fee Schedules

1. Housing Contract for New Incoming Freshman and Incoming Transfer students whose admission was rescinded by the University will be voided and canceled. An official notice of cancellation will be emailed to the Student. Full prepayment refund will be issued no sooner than 21 days after original receipt of the prepayment.

2. Cancellation notice by Resident who is pre-assigned to a space (including Village Residents who have reserved a room): The fee begins at $250 and increases according to the fee schedule below.

3. Cancellation notice by Resident who signed a Contract: The fee will be charged according to the cancellation fee schedule below.

   06/01/16 - 07/15/16 $250
   07/16/16 - 08/31/16 $350
   09/01/16 - 09/16/16 $450

4. Failure to cancel or move-in by 12 noon on Thursday, 9/22/2016 $450