



**STUDENT CAMPUS HOUSING APPLICATION FORM 2020-21**  
**Students may apply for housing after they have been accepted for admission.**

Return this completed form, with a check payable to MTSO for the appropriate damage and key deposit, to:

**CAMPUS HOUSING**  
**Methodist Theological School in Ohio**  
**3081 Columbus Pike**  
**Delaware, OH 43015**

Questions? Call 740-362-3333 or email [housing@mtso.edu](mailto:housing@mtso.edu)

**APPLICANT INFORMATION**

Full Name \_\_\_\_\_

Current Address \_\_\_\_\_  
Street City State ZIP

Home Phone \_\_\_\_\_ Mobile Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email \_\_\_\_\_

**I am applying to live in:**

- Dewire Residence Hall (commuter dormitory)       Helen Werner Apartment Building (single living)
- Kleist Manor Apartments (one and two bedroom townhomes, suitable for families).

**Kleist Manor applicants:** Will you have family members and/or dependent children living on campus with you or visiting frequently?  Yes     No

If yes, please list the names of those who will be living with or visiting you, and indicate the ages and relationships of dependents. (Use additional sheet if necessary.)

\_\_\_\_\_

\_\_\_\_\_

Please list the following information about any vehicles that you intend to have on campus:

Make	Model	Year	Color	License Plate

**If housing is available, please request a move-in date:** \_\_\_\_\_

Actual move-in dates will be provided by MTSO on an as-available basis, at the discretion of the Housing Coordinator. If you have questions, contact [housing@mtso.edu](mailto:housing@mtso.edu).

**Please Note:**

- **Our housing facilities have limited capacity. Applying for housing does not guarantee that housing will be assigned, or that the preferred housing assignment can be offered. Apartments in Helen Werner Apartment Building and Kleist Manor are unfurnished.**
- MTSO is a smoke-free environment. Smoking is prohibited in all buildings on the MTSO campus, including campus housing units.
- To inquire about bringing a pet to campus, please contact us at housing@mtso.edu or 740-362-3333. There is limited availability of pet-friendly units, and all pet owners must abide by the school's pet policy. The pet deposit is \$500.
- Housing charges include all utilities, cable television, waste removal, local telephone service, access to free laundry facilities and dedicated high-speed internet service.
- The number of on-campus housing options for persons with physical disabilities is limited, but such requests will be given every consideration.
- MTSO is a weapons-free campus. Firearms of any kind are prohibited on campus regardless of whether an individual has a permit to carry the firearm.
- MTSO does not insure contents of any campus apartment or resident's personal property. Campus residents are urged to obtain renter's insurance for replacement value of your personal belongings.
- Water beds are not permitted in campus housing units.
- Open flames are generally prohibited in all campus areas.
- A Student Handbook with complete housing rules and regulations will be provided once housing is assigned.

## BUILDING INFORMATION

Please mark an "X" in the Selection column next to the housing assignment you are requesting.

### Dewire Residence Hall

**Please note that Dewire Residence Hall has a special early application deadline of Aug. 7, 2020.**

Residence hall rooms are appropriate for commuting students. All Dewire Residence Hall rooms are single-occupancy and are fully furnished. Full size beds, linens and towels are included. During fall and spring semesters, room charges are billed to your student account and payable at the beginning of each semester. Housing fees do not include break/reading weeks. Meals are not included in the costs quoted below.

Selection	Length of Stay	Which nights?
<input type="checkbox"/>	3 nights per week (\$1,344 per semester)	<input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed
<input type="checkbox"/>	2 nights per week (\$896 per semester)	<input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed
<input type="checkbox"/>	1 night per week (\$448 per semester)	<input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed

Dewire Residence Hall rooms may also be used for nightly stays by MTSO students, space permitting, for **\$32 per night**.

### Special Dewire Residence Hall COVID-19 notice

To ensure physical distancing during the pandemic, Dewire Residence Hall has only 16 rooms available - each with a private (non-shared) bathroom. In the event of a shortage of rooms, preference will generally be given to those students who live farthest from the MTSO campus. If you have extenuating personal circumstances beyond distance from campus that you would like to have considered, please contact Campus Services Coordinator Denise Hart at housing@mtso.edu or 740-362-3333.

### Helen Werner Apartment Building

Helen Werner Apartment Building units are appropriate for single living. Apartment units are **unfurnished**. Couples or single parents with dependent children on campus are **not** assigned to this building. Semester rates are charged at the beginning of August and January. The months of January, June, July and August are not part of semester rates and are charged separately at the beginning of those months.

Selection	Unit
<input type="checkbox"/>	Efficiency (\$2,164 per semester, \$541 per month)
<input type="checkbox"/>	One Bedroom (\$2,516 per semester, \$629 per month)

Helen Werner deposits: \$300 damage + \$25 per key

Helen Werner Apartment rooms may also be used for nightly stays, as space is available, for **\$75 per night**.

### Kleist Manor Apartments

Couples and single parents with dependent children who live with or frequently visit their parents receive priority consideration for assignments in Kleist Manor Apartments. As space is available, a student without dependent children may rent a one-bedroom apartment, or two students may share a two-bedroom apartment. These apartments are **unfurnished**. Semester rates are charged at the beginning of August and January. The months of January, June, July and August are not part of semester rates and are charged separately at the beginning of those months.

Selection	Unit
<input type="checkbox"/>	One Bedroom (\$3,020 per semester, \$755 per month)
<input type="checkbox"/>	Two Bedroom (\$3,508 per semester, \$877 per month)

Kleist deposits: \$300 damage + \$25 per key

Kleist Manor Apartments may also be used for nightly stays, as space is available, for **\$95 per night**.

The U.S. Department of Housing and Urban Development recommends that an apartment unit should be used to house no more than two residents per bedroom. MTSO follows these recommended guidelines for all new residents. If you have any questions about these guidelines, please email [housing@mtso.edu](mailto:housing@mtso.edu) or call 740-362-3333.

Student Signature \_\_\_\_\_ . Date \_\_\_\_\_ .