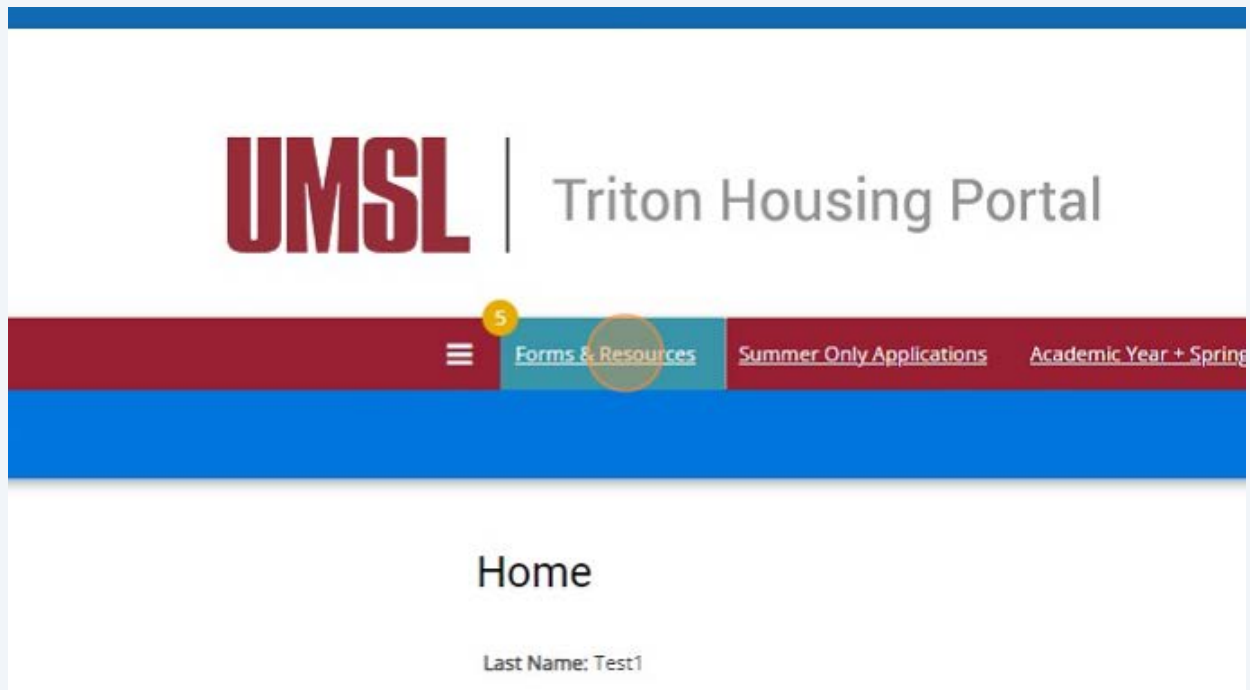


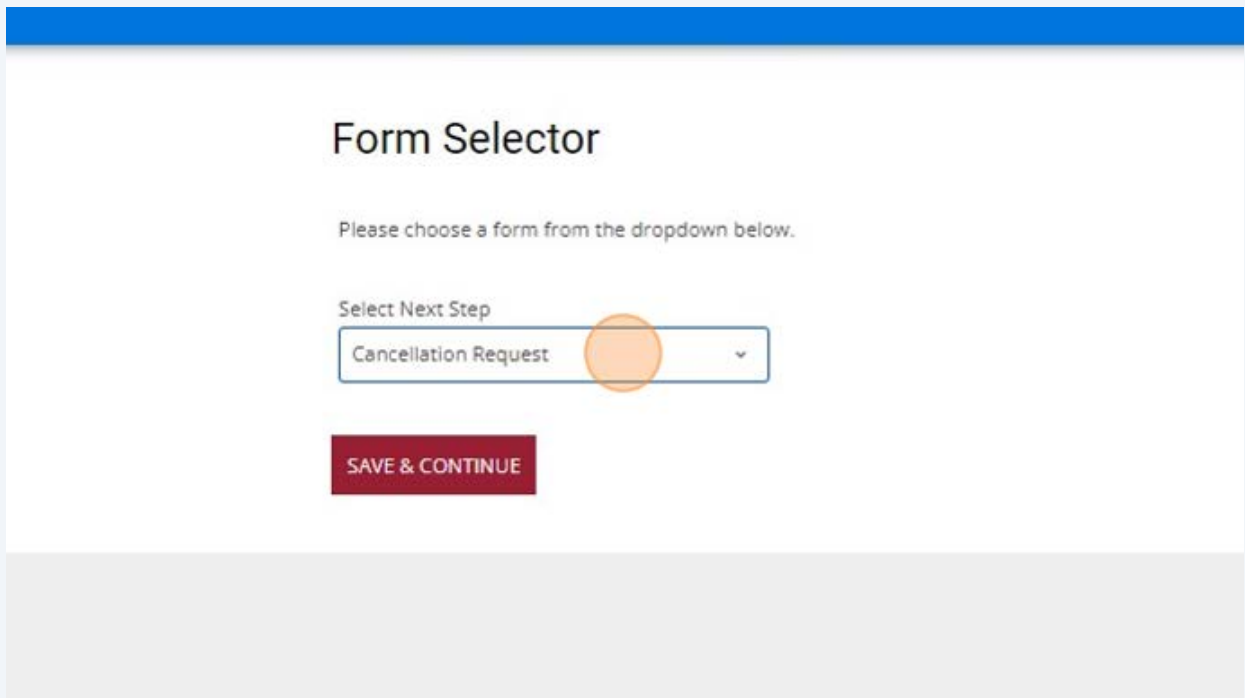
How to Submit a Housing Cancellation Request.

1 Navigate to <https://umsl.starrezhousing.com/StarRezPortalX>

2 Log In, then click "Forms & Resources"



3 Click "Please select next step"



Form Selector

Please choose a form from the dropdown below.

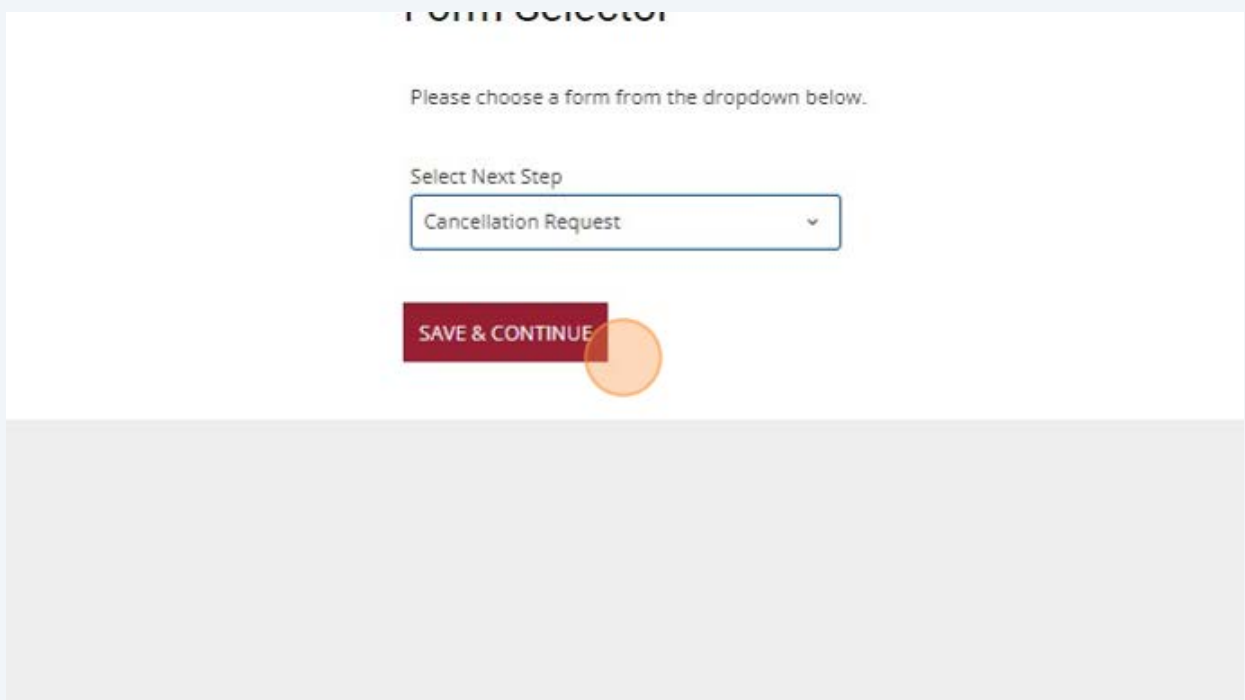
Select Next Step

Cancellation Request

SAVE & CONTINUE

The screenshot shows a web form titled "Form Selector". Below the title is a blue horizontal bar. The main content area has a white background. The text "Please choose a form from the dropdown below." is centered. Below this is a label "Select Next Step" followed by a dropdown menu. The dropdown menu is currently open, showing "Cancellation Request" as the selected option. An orange circle highlights the dropdown menu. Below the dropdown is a red button with the text "SAVE & CONTINUE". The bottom of the page has a light gray footer area.

4 Click "Cancellation Request"



Form Selector

Please choose a form from the dropdown below.

Select Next Step

Cancellation Request

SAVE & CONTINUE

The screenshot shows the same "Form Selector" page as in step 3. The dropdown menu is now closed, and "Cancellation Request" is the selected option. An orange circle highlights the "SAVE & CONTINUE" button. The rest of the page layout is identical to the previous screenshot.

5 Click "SAVE & CONTINUE"

Form Selector

Please choose a form from the dropdown below.

Select Next Step

Cancellation Request

SAVE & CONTINUE

6 Click "CONTINUE"

ation.

on 11/14/2023 , and have signed the contract as

tion fee.

CONTINUE

7 Click this dropdown and select your reason for cancelling.

30th will be charged a cancellation fee of Three Hundred Dollars (\$300). 4. Students who cancel between cancellation fee of Four Hundred Dollars (\$400). 5. Students who cancel between January 15th and Mar (\$400) cancellation fee plus daily room charges. 6. Students who cancel on or after March 18th must pa

Cancellation fees will be waived for the following reasons: graduation, participation in UMSL sponsorec serious family illness/death, active military duty, official withdrawal from UMSL and academic suspensi exceptions.

Cancellation Reason

Statement of Cancellation

By entering your Student ID below you acknowledge that you have read, and understand, the above in

8 Click this field and add details about why you're cancelling.

Cancellation fees will be waived for the following reasons: graduation, particip serious family illness/death, active military duty, official withdrawal from UMSL exceptions.

Cancellation Reason

Statement of Cancellation

By entering your Student ID below you acknowledge that you have read, and u

 signature

SUBMIT CANCELLATION REQUEST

9 Click here and enter your Student ID.

Statement of Cancellation

Explanation

By entering your Student ID below you acknowledge that you have read, and understand,

Signature

SUBMIT CANCELLATION REQUEST

10 Click "SUBMIT CANCELLATION REQUEST"

Statement of Cancellation

Explanation

By entering your Student ID below you acknowledge that you have read, and understand, t

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SUBMIT CANCELLATION REQUEST