

Damages/Closing Appeals Process

Listed below is the process for any student who may wish to appeal any End of the Year closing charges or damage charges that they have received at the time of the check out from the residence halls. Please note that all requests MUST be in writing and must be emailed to reslife@stcloudstate.edu. Please see more info below.

1. All appeals must be emailed to reslife@stcloudstate.edu.
2. All appeals must have the student's full name, SCSU tech ID number, residence hall/apartment number and room number information with this appeal. Please also be as specific as possible about which charges you are appealing, the reason for appealing these charges and the specific amount of these charges. Appeals will only be allowed within 45 days from the date of the damage charge being placed upon the student account. Appeals not made within this time frame are not subject to review.
3. All written appeals submitted within 45 days will be reviewed by the Appeals Committee and a written response of the appeal decision will be sent back to the student through his/her Husky Net email account. Email is the official form of communication to students at SCSU.
4. If you have any additional questions, please feel free to call our office at (320) 308-2166 or send us an email at reslife@stcloudstate.edu. Please be sure to write "Damages/Closing Appeal Question(s)" in the subject line of the email, along with your specific question/concern.