

# Key Replacement Policy

If a room key is lost at any time during the year, the student must fill out the [Lost Key Request Form](#). For the safety of you and your roommates, the key core to your room/apartment door will be changed and replacement keys will be made for every student in your room/apartment.

The cost of replacing the key core and keys during the academic year is \$100. Charges are applied to your student account.

## Related Policies and Resources:

- [Responsible Stewardship of the Residence Halls](#)
- [Security and Safety](#)

## Policy Contact:

Residence Life Office- BC 252

[residence-life@bethel.edu](mailto:residence-life@bethel.edu)

651.638.6300