

APPLICATION FOR EXEMPTION

BOARD OF REGENTS' RESIDENCY REQUIREMENT

RESIDENCY/MEAL REQUIREMENT

UW-System Board of Regents' Residency Requirement (Policy 173, May 5, 1972) states: "unless living with parents or legal guardians within 35 miles of campus, all non-veterans, unmarried Freshman and Sophomore students, under the age of 20 before the first day of classes at the beginning of fall semester, are required to live in a university-operated residence hall and participate in a university meal plan."

NOTE: Room and Board charges will be added to a student's university bill if they are found to be required but have not contracted to live and eat on campus. If a student does not qualify for an exemption to the policy at the beginning of an academic year, the student must fulfill the housing and meal contract for the full academic year even though he or she may meet the criteria during the year.

Freshman should not sign a lease with a private landlord for their sophomore year. This creates a double obligation that may result in the loss of the security deposit paid for off-campus accommodations.

Exemptions from Residence in University Housing: (No need to complete a petition provided the required documentation is on file with the Residence Life Office)

1. **Junior/Senior status** – completed 56 credits or more by the first day of classes fall semester.
2. **Veteran of military service** – proof of a minimum of two years active duty required.
3. **Married and/or with legally dependent children** – copy of marriage certificate and/or children's birth certificate required.
4. **Resided within a University-owned residence hall for at least four semesters** – if the equivalent was in a residence at another higher education institution, written verification must be presented to the Residence Life Office.
5. **Completion of at least two complete years of full-time course study at another institution of higher education or UW-Superior** – written verification must be provided from another institution.
6. **Twenty years of age or more before the first day of fall semester classes** – students who are not yet 20 years old before classes begin but turn 20 within the academic year are still required to live in University residence halls the entire academic year.
7. **Limited credit student** – students carrying six or fewer credits per semester for the entire academic year may be granted exemption. If more than six credits per semester are attempted during a subsequent semester during the academic year in which the student received the exemption, the student will be required to live in a residence hall.
8. **Commuter student** – any student commuting from the home of his/her parent(s) or legal guardian must have a notarized Commuter Form on file with the Residence Life Office. Only those students whose parent(s) or legal guardian live within 35 miles of the University can commute.

Name: _____
Last First

ID#: _____

Contact Phone #: _____ E-mail: _____

Address: _____
Street City St Zip

Directions for completing appeal:

Step 1. Please check the option below as the basis of your exemption.

Step 2. Write a letter describing your circumstances and reasons you feel living off campus would remedy that reason.

Step 3. Provide medical, financial or other documentation which supports the reasons listed in your letter for being exempted from the housing and meal policies.

Petitions received without both the letter and supporting documentation will not be considered.

Although I do not meet the requirements to choose to live off-campus, I feel I have **extreme circumstances** that warrant consideration for a special exemption to the above residency requirement:

- Financial Reasons** (exemption must be verified by the University Financial Aid Office). My parents and I grant complete access to my financial aid files.
- I have included a letter describing my circumstances
 - I have included a letter from the Financial Aid Office stating my need is significantly higher than the typical UWS student.
 - I have provided documentation (tax statements, etc) supporting my letter
- Mental Health Circumstances**
- I have included a letter describing my circumstances
 - I have included documentation from my therapist/psychologist specifically explaining what particular circumstances of living on-campus is detrimental to my well-being and how those circumstances would be rectified by living off-campus. License # _____
 - I have included a letter from UWS Student Health and Counseling specifically explaining what particular circumstances of living on-campus is detrimental to my well-being and how those circumstances would be rectified by living off-campus.
- Medical Circumstances**
- I have included a letter describing my circumstances
 - I have included documentation from my doctor specifically explaining what particular circumstances of living on-campus/having a meal plan is detrimental to my well-being and how those circumstances would be rectified by living off-campus/abstaining from the meal plan.
 - I have included a letter from my primary physician specifically explaining what particular circumstances of living on-campus/having a meal plan is detrimental to my well-being and how those circumstances would be rectified by living off-campus/abstaining from the meal plan.
- Other:** _____ (Please list reason)
- I have included a letter describing my circumstances.
 - I have included documentation supporting my application for exemption.

I am aware that knowingly making a false statement, both orally or in writing, to any university employee on a university-related matter is in violation of the UW-System Administrative code and may result in disciplinary action. I also understand that if my petition is denied or I am found to be in violation of the Administrative code, room and board charges will be added to my university account whether or not I have completed a residence hall and meal plan contract.

Student's signature: _____

Date: _____

Please return petition, letter and documentation to: Residence Life Office, UW-Superior, Belknap & Catlin, Superior WI 54880