



### EXEMPTION REQUEST FOR FIRST-YEAR LIVE-ON REQUIREMENT

All first-year students are expected to live on campus unless there are extenuating circumstances supporting the need for an exemption. Requests for exemptions to the Freshman Housing Policy should be directed to the Residence Life Office. Requests must be received by **July 1** for fall semester and **November 1** for spring semester.

**Students who live within the 25 mile radius of Minot can try living on campus until October 1. If at that time they chose to move home they can complete the exemption form and will only be charged for the time stayed.**

The Residence Life Office will review each request for exemption and will notify the student of approval or denial within 10 business days of the request and submission of all required supporting documents.

Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Permanent address: \_\_\_\_\_  
Address City State Country Zip

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Semester you plan to enroll at MSU? \_\_\_\_ Fall \_\_\_\_ Spring \_\_\_\_ Summer Year \_\_\_\_

#### Extenuating circumstances supporting a request for an exemption:

- \_\_\_\_\_ married (must provide copy of your marriage license)
- \_\_\_\_\_ commuting from the permanent home of my parent(s) or legal guardian within a 25 mile radius of Minot State University (form must be signed by the parent(s) or legal guardian you live with)
- \_\_\_\_\_ a living arrangement with a family member other than parents, within a 25 mile radius of Minot State University (form must be signed by your parent or legal guardian.)

Address: \_\_\_\_\_ **Explain reason on the back of this form.**

- \_\_\_\_\_ veteran of military service or active duty personnel (must provide a copy of Military ID or DD214)
- \_\_\_\_\_ single parent (must provide a copy of your child or children's birth certificate(s))
- \_\_\_\_\_ registered for only distance education courses.
- \_\_\_\_\_ has a disability that requires specialized accommodations. (include documentation)
- \_\_\_\_\_ Transferring more than 24 credits to Minot State
- \_\_\_\_\_ other (must include documentation of the situation)

#### Verification of Parent/Legal Guardian Signature

(Required for exemption request for living at home with parent(s) or legal guardian)

I understand that (student's full name) \_\_\_\_\_ has requested to commute from home or that of a family member while attending Minot State University. I verify he/she will be commuting from the identified residence.

\_\_\_\_\_  
Parent/Guardian Signature Date Telephone Number

#### Signature of Student requesting exemption

I, \_\_\_\_\_, agree that the information stated above is accurate. I understand that if I have falsified information the appeal to be exempt from the Minot State University Freshman Housing Policy and reside off campus will be voided.

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