

Wesleyan College – Division of Student Affairs
Change of Resident Status Application

Name _____ Student ID# _____

Home Address (Street, City, State, Zip) _____

Telephone # _____ E-mail Address _____

The following is the Wesleyan College Residence Requirement as stated in the *Wesleyanne Student Handbook*:

Wesleyan College believes in the value of the College community and the importance of both the curricular and co-curricular life of students. Therefore, residence hall living is considered an important part of the total education process. All traditional undergraduate students are required to live on campus during their enrollment.

Requests to live off campus will be evaluated based on individual circumstance, and a waiver will be granted to students who meet at least one of the following criteria:

- Living with a parent or legal guardian within 30 miles driving distance of campus
- Fifth year seniors (8 full-time semesters – fall and spring – of Wesleyan College credit)
- Married students
- Parents who are primary caregivers of their child(ren)
- At least 22 years old at the time of the start of classes
- Enrolled part-time in classes (fewer than 12 credit hours)

Students who do not meet one of more of these criteria but who have extenuating personal circumstances are encouraged to submit a Change of Resident Status form and a statement of their petition to be approved for a waiver.

All individuals requesting an exemption from the residency requirement must submit the appropriate paperwork to the Director of Residence Life by July 1 (Fall Semester) or December 1 (Spring Semester). Submission of a Change of Resident Status form does not guarantee approval to live off campus. If living off campus without permission, the student will be charged the full double occupancy room and board rate.

Students will receive written notification from the Director of Residence Life if a waiver is approved or denied. A student denied the waiver may appeal to the Dean of Students for final consideration. Appeals must be submitted in writing within 72 hours of first notification of denial.

Off-campus resident status may be renewed annually. Students will receive an e-mail request for confirmation of residential address by July 1 (Fall Semester) or December 1 (Spring Semester). If a student's residential circumstances change, she must notify the Director of Residence Life immediately. Failure to provide current and accurate residential information may result in the student being charged the full double occupancy room and board rate.

Remember you must staple all supporting documentation to this form and submit it by the appropriate deadline stated above. Applications submitted without all proper documentation cannot be processed.

Supporting documentation includes:

- A brief but thorough statement regarding your request to change from resident to non-resident status
- A copy of your driver's license or state ID
- A copy of your parent/legal guardian's driver's license or state ID
- A copy of a city/county utility bill (electric, water, gas) dated in the last 90 days addressed to your parent or legal guardian
- Paperwork showing other extenuating circumstances (i.e., fifth-year senior paperwork in lieu of stated guardian paperwork.)

Student Signature

Date Submitted

Request Reviewed by:

FOR OFFICE USE ONLY

Director of Residence Life

Date

Approved

Denied