

## NICHOLLS STATE UNIVERSITY ON-CAMPUS RESIDENCE EXEMPTION APPLICATION

Students requesting an exemption to the on-campus residence policy must complete the application below and submit it to: Office of Housing & Residence Life  
Nicholls State University  
PO Box 2061  
Thibodaux, LA 70310

Name: Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_ N \_\_\_\_\_ Student ID \_\_\_\_\_ Date of Birth \_\_\_\_\_

Permanent Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Street address where you will reside during the school term \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

This exemption request is for:  Fall 2011     Spring 2012     Summer 2012  
Classification (circle one): Freshman    Sophomore    Junior    Senior    Grad

Please indicate the reason you are requesting an exemption by checking **one** box below. **If you do not meet any of these criteria, you will be required to live on campus.** Please attach supporting documentation.

- I am living with my parent(s) and commuting daily to Nicholls from their home. (Attach signed letter from parent(s) stating why he/she feels commuting is in your best interest)
- I am living with my grandparent(s) and commuting daily to Nicholls from their home. (Attach signed letter from guardian(s) stating that you will in fact be living with grandparents and why commuting is in your best interest)
- I am living with a married sibling and commuting daily to Nicholls from their home. (Attach signed letter from guardian(s) stating that you will in fact be living with a married sibling and why commuting is in your best interest)
- I am married, or I am a single custodial parent.
- I will be 21 years of age on or before the first day of classes.
- I will earn a minimum of 90 credit hours on or before the first day of classes.
- I have a financial, medical, or personal hardship. (Please explain in an attached letter and provide supporting documentation.)
- Other (Please explain in an attached letter and provide supporting documentation.)

**I hereby certify that, to the best of my knowledge, I have completed the above information truthfully and accurately. I understand that providing false information on this form may result in my being charged for housing and meals as well as referral for disciplinary action.**

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

### FOR OFFICE USE ONLY

Action Taken:  Approved     Not Approved     Pending    Pending due to: \_\_\_\_\_

Reason for Action: \_\_\_\_\_  
Students being exempted for any reason must seek new approval when their circumstances change

Housing Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE OF HOUSING & RESIDENCE LIFE**  
**UNDERGRADUATE HOUSING POLICY AND EXEMPTION APPLICATION**  
**NICHOLLS STATE UNIVERSITY**

The University of Louisiana System Board of Supervisors places the welfare of the student as the top priority in the establishment and operation of all higher education institutions. Positive Board action has been taken in the acquisition and construction of essential housing, dining, student life and academic facilities for the established institutions. The Board expects the students to utilize these facilities to their fullest and in the best interest of all concerned during the various educational and other experiences of their university tenure.

**On-Campus Housing Rules**

All unmarried full-time undergraduate students, regardless of age or whether or not emancipated, are required to live in on-campus housing as long as space is available unless exempted by the University. Grounds for exemption may include:

1. Student living with parents, grandparents, or married brother or sister and commuting daily to campus.
2. Student who is married or is a single custodial parent.
3. Student who is at least 21 years of age on or before the first day of classes for the academic year.
4. Student who has earned 90 credit hours on or before the first day of classes for the academic year.
5. Student experiencing significant medical or financial hardship due to campus residency.

The University may revoke or alter the exemption policy, including any and all exemption criteria, at any time. All students wishing to be exempted from the University's on campus housing requirements must submit an exemption application to the Office of Housing & Residence Life.

**Exemption Requests**

*(please read carefully to determine what information may be required to submit your request)*

- **If you are requesting an exemption to live with your parent/guardian(s), grandparent(s), or married sibling(s) at their permanent residence**, your parent/guardian, grandparent, or sibling must submit a letter verifying that you are physically living at his/her residence on a permanent basis and include the address where you will reside. The letter must also state why it is in your best interest to commute rather than reside on campus. An exemption request based solely on living with a relative other than parent/guardian, grandparent, or married sibling will not be approved. If your parent(s)/guardian(s) are moving to the area, additional documentation will be required to show your parent(s)/guardian(s) have established residency in the area. Documentation may include, but may not be limited to, proof of utility service.
- **If you are requesting an exemption based on medical conditions**, you must submit documentation from the relevant treating physician which outlines the medical condition/circumstances, describes treatment requirements, and demonstrates how on campus residency is contradictory to the condition and/or treatment. The exemption request may be reviewed by University Health Services and/or University Counseling Services in addition to the Housing & Residence Life Office. If an exemption from one category of housing is approved, the student may be required to reside in another category of housing.
- **If you are requesting an exemption based on financial reasons**, you must apply for financial aid BEFORE the request will be reviewed. This assists in determining need and eligibility for available financial aid. The FAFSA can be obtained from the Financial Aid Office or through the web site [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Please allow sufficient time for processing. Requests based on financial reasons will not be considered for review until the student has exhausted all available financial aid opportunities.

**Right of Appeal**

Any student who has applied for and been denied an exemption to the on-campus residence requirement shall have the right to appeal such decision in accordance with the University of Louisiana System Board of Supervisors Policy. Contact the Office of Housing & Residence Life for information.