

## **On-Campus Residency Housing & Residential Life**

<b>Policy Number:</b>	SA 05-001
<b>Policy Administrator:</b>	Vice President for Student Affairs and Cadet Development
<b>Policy Initiator:</b>	Director of Housing & Residential Life
<b>Authority:</b>	<b>Cadet Handbook</b>

**Procedure:****Cadet Request for Off Campus Housing**

All requests initiated by a cadet for an exception to this policy must be submitted to the Office of Residence Life. The off-campus petition process and application is available through the StarRez housing portal. All petitions must be submitted to the StarRez housing portal. Applicants will be notified of their status by May 1, so that if denied they can participate in the room selection process for the succeeding year. Requests for exceptions to the housing policy will not be considered after August 1<sup>st</sup>. All requests to live off campus must include appropriate documentation to verify circumstances. The petitioning cadet must

5. **Parental Custody:**

Cadets must have full-time court-ordered parental custody of a child/children.

6. **Medical:**

Cadets must provide current medical documentation (less than one year old and on medical office's letterhead) from an appropriately licensed medical professional describing the disability/medical condition, basis for diagnosis, how the disability/condition impacts the cadet's ability to live in on-campus housing and professionally recommended accommodations to the Disability Services Office by no later than April 15 of the academic year for returning and readmit cadets and May 15 for new cadets. All medical petitions will be reviewed by a Medical Review Committee. The committee and Office of Residence Life will work together to determine the best method to meet the c

7. **Financial Hardship:**

Cadets must complete and submit a FAFSA or CADAA (for Dreamers), be Pell Grant eligible or based on Estimated Family Contribution for Dreamers, and accept all financial aid offered. Each hardship petition shall be reviewed and assessed by the Financial Aid Office.

8. **Mileage:**

\_\_\_\_\_ **and** \_\_\_\_\_ residing with a parent,  
immediate family member (grandparent, etc.

\_\_\_\_\_ Required documentation includes notarized letter  
required from parent if residing with someone other than the parent, copy of lease if

