



Fall 2018 Residency Exemption Request (Incoming freshmen 2018-2019 academic year)

Last Name, First Name (print)		Id#
Current Bldg/Room	Cell Phone #	Current Status

Permanent address: _____ City: _____ St: _____ Zip: _____

The Milwaukee School of Engineering Housing Policy states:

“The Milwaukee School of Engineering requires that all unmarried freshmen and sophomores under 21 years of age and whose primary residence is more than 30 miles away must either live with parent(s) or legal guardian(s).

Freshmen and sophomores having valid reasons for residing off-campus must contact the Residence Life Department to request exemption. These students may be required to furnish documentary evidence in support of their reason.

Students found in violation of this university Housing Policy may face suspension of their class schedule and/or charges against their student account until the violation is resolved.”

I wish to be exempt from the housing requirement for the following reason. Please check one:

- ☐ My permanent address is within the 30 mile commuting distance. I am going to live with my parent(s)/legal guardian(s) who lives within commuting distance. Residence in a house or apartment which is owned or leased but not occupied by family members does not qualify for an exemption from the housing requirement. The parent of the student must provide a notarized **Exception to the University Housing Policy form** verifying the student will be living within the 30-mile commuting range with their parent(s)/legal guardian(s). The qualifying individual must also provide a notarized statement indicating their address and state that the student will reside with them at that address for the full academic year.
- ☐ Medical Necessity – Student has a documented medical disability that drastically affects the student’s ability to live-on campus and requires accommodations which the University cannot provide. Requests for residing off campus due to allergies/asthma are typically not approved. **Medical Exemption’s must be approved through MSOE’s Student Accessibility Services Department who must concur that the medical condition warrants special housing consideration which cannot be accommodated on campus.**
- ☐ I will reach 21 years of age and/or have completed 2 years of post High School education prior to September.
- ☐ Married/Dependent Child. A copy of the student’s marriage license/certificate or a copy of the dependent child’s birth certificate is required.
- ☐ International Students – If it is verified by the Office of Admissions that you are classified as an International Student, an exemption may be granted. Verification of the special circumstance is required.

The Residency Exception form must be completed with final approval by the Dean of Students office.

Student Signature

Date

Dean of Students Office Signature

Date

Approved _____ Denied _____

rev. 3/12/18

Notarized form received _____

Comments: