



Residency policy

It is the policy of Dakota Wesleyan University that all students live on campus unless one of the following applies to them:

1. 21 years of age or older by the first day of semester
2. married
3. have dependent children living with them
4. will be living with parent(s) or legal guardian within 40 miles of the campus to be substantiated by parent/legal guardian signature on Housing Intention Form (HIF) or
5. students taking fewer than 12 credit hours/semester as a part-time student (these students can choose to live on campus, but are not required to do so)

Additionally, students with substantial institutional financial aid may be required to live on campus even if they qualify under one of the aforementioned exceptions, or else forfeit a portion of their financial aid package. Please check with the Financial Aid Office to see if this applies to you.

Notice of failure to comply with policy

If a student's living arrangements are in violation of the residency policy, the student may either move into the residence halls immediately or "buy" out the room portion of the housing contract at the full semester rate for a double room and a 15 meal plan.

Waiver of Residency Requirement:

Dakota Wesleyan University strongly believes in the residential experience. Therefore, there are specific criteria which must be met in order for the Campus Life Committee to grant a waiver of the residency requirement. Students must possess a solid record of academic achievement, provide sufficient documentation to illustrate why proposed off campus residency would outweigh benefits of residence halls, and be in good standing with the University.

Procedure for applying for a residency waiver:

1. Return the application and supporting documentation, including your financial award letter from Tigernet, to the Director of Residence Life by March 1 (for students returning in the fall. This is the only time appeals will be considered for returning students), June 15th (for students entering in the fall), and December 1 (for students entering in the spring)
2. Your application will be forwarded to and reviewed by the Campus Life Committee. You will be notified by either regular or campus mail of their decision.
3. If you wish to appeal the Campus Life Committee's decision, you must submit additional information in a written appeal to the Provost. The decision of the Provost is final.
4. Appeals granted are valid for current academic year only. Students must file a new appeal annually until he/she meets one or more of the criteria to legitimately live off-campus.

Common myths:

1. If my parents approve, there is no way that DWU can make me live on campus.
NO -- The on-campus requirement is part of the enrollment "contract" between you and DWU. No one can force you to live on campus, but recognize that you will either be billed for the room and board charge if you live off-campus without permission or your enrollment can be invalidated.
2. If I sign a lease on an apartment, DWU can't make me move into the residence halls.
NO -- If you sign a lease on an apartment but do not qualify for a residency waiver, you will be required to move into the residence halls and forfeit your apartment lease. If you choose to live in the apartment, you will either be billed for the full room and board charge each semester that you are in violation or your enrollment may be invalidated.



DAKOTA WESLEYAN UNIVERSITY

**Application for Waiver
of Residency Policy**

(Please print or type your answers to all questions)

NAME _____ **DATE** _____

Home address _____ **Home phone** _____

Home city, state, zip _____

Campus box number _____ **Campus phone** _____ **Birthdate** _____

Are you an athlete? **YES** **NO** **Which sport(s)** _____

Academic Information:

New student _____ Returning student _____ Transfer student _____

Classification: FR _____ SO _____ JR _____ SR _____ Total number of credits _____

Major _____ Cumulative GPA _____ # credits this semester _____

Applying for (check one): Fall _____ 20____ Spring _____ 20____ Full year _____ 20____ - 20____

Financial Aid Information:

Do you work or intend to work off-campus? Yes _____ No _____

If yes, Name of Employer _____ # of hours per week _____

Address of employer _____

Information regarding off-campus living arrangements:

Proposed address and phone number (for directory and emergency notification)

Type of living unit: apartment _____ house _____ Number of roommates: _____

Please list the names, ages, and occupations of your proposed roommates:

Roommates' relationship to you:

Campus connection and involvement:

Please list the extracurricular activities in which you participate on campus (sports, clubs, etc) and indicate whether you hold any leadership roles in these organizations.

Please explain how you will maintain your connection to the Dakota Wesleyan University community if you move off-campus (use additional paper if necessary).

Reasons for appeal:

Please explain why your proposed living arrangements will be beneficial to your education and why you are unable to achieve this same benefit by living on campus. (Use additional paper if necessary)

Please explain any other extenuating circumstances related to your situation which would demonstrate that you are an exception to the residency policy of Dakota Wesleyan University. Be as complete and specific as possible. (use additional paper as necessary)

Students requesting an exemption for medical conditions must have notated such medical information on their original health forms AND submit a letter/request from a physician, clinic, hospital, or other qualified health care professional documenting the student's need to move off-campus with this application. (Submission of medical documentation does NOT release student from residency requirement but will be considered in connection with other appeal information).

I certify that the above information is true and correct to the best of my ability. I understand that falsification of any requested information will invalidate any appeal that may have been granted. If my appeal is invalidated, I agree to either move on campus or be billed for full semester room/board charges for every semester that I am in violation. I also understand that if my living arrangements are found to be in violation of University policy that my enrollment may be cancelled.

Student signature _____ Date _____