



## Request for Exemption from Residency Requirement

Many years of experience and research have proven that living on campus greatly enhances college experience. Students who live on campus have higher grade point averages, graduate sooner, and persist to graduation at rates significantly higher than those who live off campus. For these and many other reasons, Montana State University-Northern is proud to offer our students on-campus living options and indeed, require first year students to live on-campus. Specifically, our policy is that students who have fewer than 30 total semester credit hours are required to live in the residence halls.

We of course recognize that not all students can take advantage of living on campus. If you are one of them, please review the criterion listed below for exemption from residency listed below and determine if you qualify. If you meet one of the criteria and you would like to apply for exemption, complete and submit this form with supporting documentation to the Dean of Students, Taryn Wallon. You may drop this form off at the Student Union Building Information Desk, mail it to Residential Education, MSU-N, 207 Student Union Building, 1200 Buttrey Dr., Havre, MT 59501, or email it to Taryn.wallon@msun.edu

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First MI

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_  
P.O. Box/Street Address City State Zip

High School You've Graduated From/Year: \_\_\_\_\_

### Please check your reason for requesting an exemption from our residency requirement:

- Married (*Please attach a copy of your marriage certificate*)
- Single Parent (*Please attach a copy of your child's birth certificate*)
- Completed one full academic year at MSU-N (*Dates of Enrollment*) \_\_\_\_\_
- Completed one full academic year at another college/university (*Dates of Enrollment/Name of University or College/Location*) \_\_\_\_\_
- Living with a family member: Living with an immediate family member (parent, grandparent, sibling, or legal guardian at their principle, established local residence within a commutable distance. *Please submit 1) a copy of utility bill showing the address or lease for proof of address and 2) a letter from your family member stating their name and contact information and their relationship to you.*
- Registered for fewer than seven credits per term.
- Medical/Disability Condition: A medical or disability condition that precludes you from living in the residence halls.
- Other extenuating circumstances other than financial that compel an exception. Please explain: (*Attach additional pages as needed.*)

I understand that if this request is denied, I will be expected to apply for and live on campus.

By signing this form, you are stating that the information you have provided is accurate and true.

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

- Approved
- Denied

\_\_\_\_\_  
Taryn Wallon, Dean of Students Date