

# Grambling State University Request for Exemption to the University Housing Policy 2018-2019 Academic Year

(For office use only)				
Date Received		1		
	Initials	Date		
Approved				
Denied				

Students should NOT sign or commit to any off-campus lease agreement without first being exempted from the University Housing Policy by the Residential Life

Entering freshmen who have not previously attended this University must reside in University-operated residence halls until they obtain junior status. Students transferring to this University as freshmen or sophomores (as classified by the Office of Admissions) must reside in University-operated residence until they are classified as juniors (60 or more credit hours). These regulations are applicable to all students insofar as space is available in University residence halls.

#### **NEW STUDENTS**

For new students, the deadline to apply for exemption from the University Housing Policy is July 31, 2018 for Fall 2018 and January 3, 2019 for Spring 2019. Please send your exemption form with supporting documents to Office of Residential Life, 403 Main Street, GSU 540, Grambling, LA 71245 or Grambling Hall Room 216. Forms may also be faxed to Residential Life at (318) 274-4004.

### RETURNING STUDENTS

For returning students (students who currently live on campus), the deadline to apply for exemption from the University Housing Policy is July 1, 2018 for Fall 2018 and December 13, 2018 for Spring 2019. Please return this completed form along with supporting documentation to the Office of Residential Life, 403 Main Street, GSU Box 540, Grambling, LA 71245 or Grambling Hall Room 216. Forms may also be faxed to Residential Life at (318) 274-4004.

You will receive an e-mail or letter from Residential Life with the outcome of your request. Students who receive an e-mail or letter stating their exemption from the University Housing Policy is denied will be required to complete a Housing Contract and

### **DECISIONS**

reside in campus housing. A written appeal to this decision must be submitted within 10 business days to the Vice President of Student Affairs, GSU Box 4311, Grambling State University, Grambling, LA 71245 or Room Total number of 225 in Grambling Hall. hours earned at **Grambling State** Check One: Student Entering Fall 20 Student Entering Spring 20 Student Entering Summer 20 Term University Have you previously applied/been approved to live off campus? Y N If so, when? Total number of GSU ID \_\_\_ Date of Birth\_\_\_\_/ ransfer hours First Name Last Name □ Check here if you currently have a signed Housing Contract on file for the 2018-2019 academic year and are requesting to be released from that contract.

Note: Submitting a request for exemption does NOT automatically cancel a previously signed contract nor does it. signed Housing Contract on file for the Permanent Street Address Local or Campus Street Address Local City, State, Zip Code Permanent City, State, Zip Code Note: Submitting a request for exemption previously signed contact...
release the student of the financial obligations as described in the contract. Permanent Home Telephone Number Cell Phone Number \_@gsumail.edu Grambling E-mail Address Alternate E-mail

## Reason for Exemption

All supportive documentation must be attached before your request for exemption from the housing policy will be considered.

- ☐ I am 24 years of age on or before the first day of classes.
- Residing with parent or sibling within a 60 miles radius of Grambling. Have a parent's or sibling's signature notarized. (A copy of the birth certificate will be required for verification. See the back of this form.)
- Determined exempt through marriage or parenthood. Provide a copy of a marriage license or birth certificate.
- An extreme financial situation that would prevent the student from attending Grambling due to on-campus living requirement. Attach a letter explaining circumstances. FAFSA must be filed with Grambling if you select this reason.
- ☐ Medical condition that requires special living accommodations that residential life cannot reasonably provide. Attach doctor's note.
- Extenuating circumstances. Attach detailed letter explaining circumstances.
- Educational requirements, to include internships, co-ops and student teaching. Requires Department Head signature.

Dept. Head: Date:

Verification of Parent/Sibling Signature  I understand that my son, daughter or sibling has requested to commute from home while attending Grambling State University. I verify he/she will be commuting from our home (primary residence of family). I further understand that if I falsify information and there is a breach of this document, the appeal to be exempt from the Grambling State University Campus Housing Policy will be voided and the student's account may be charged housing fees for the entire academic year. I,						
D 1/0/1/2 0: 1		Notary Se	eal & State/County:			
Parent/Sibling Signature	Date					
Notary Signature	Date					
I, the student, agree that the information stated above is accurate. I understand that if I falsify information and there is a breach of this document, the appeal to be exempt from the Grambling State University Campus Housing Policy and reside off campus will be voided, and my student account may be charged room and board fees for the entire academic year.						
			Signature of Student	Date		
Office Use Only:	and are granted to be		at (318) 274-2504 or www.gsuhousing@gra			
			Signature of Student	Date Date		
P.O. Box 54	0•403 Main Street•Gı	rambling, L <i>A</i>	∆ 71245•Office :(318) 274-2504•Fax: (318)	274-4004		