

# BELHAVEN COLLEGE

## Office of Student Life

### REQUEST TO LIVE OFF CAMPUS

**Housing Policy:** All full-time freshmen and sophomores (under 54 credit hours), single and under the age of twenty-one, are required to live on campus, with the exception of those students who live off campus with their parents.

In order to request an exception to the housing requirement, please complete and submit this form to the Office of Student Life. Your request will be considered and you will be notified of the decision. Registered students who fail to properly complete this form and to gain an exception to the policy will be assessed the applicable Room & Board fees.

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_ DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo Day Year

Cell Ph: \_\_\_\_\_ Alternate Ph: \_\_\_\_\_ Earned Credits: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
Street Apartment #

\_\_\_\_\_ City State Zip Code

Please use the back of this form, or attach a separate document, to explain why you believe you should receive an exception to the housing requirement.

With whom are you requesting to live? \_\_\_\_\_

Location where you are requesting to live:

\_\_\_\_\_ Street Apartment #

\_\_\_\_\_ City State Zip Code

My signature below indicates that I have read applicable housing requirement policies and that all information provided above is accurate. I understand that providing false information to the College can result in disciplinary action which may include full payment of Room & Board fees for the semesters affected by such false statements, as well as potential dismissal from the College.

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

Parent/Guardian #1:

\_\_\_\_\_ Printed Name Signature Date

Parent/Guardian #2:

\_\_\_\_\_ Printed Name Signature Date