

## *Residency Policy Exemption Request*

**Exemptions may be requested by students who are veterans, married, parents, or eligible to commute. Students may also submit an appeal based on extreme personal or financial hardship.**

**DEADLINE:** Form and documentation must be submitted by the first day of classes. University Housing is obligated to enforce the Board of Regents Policy 24-2, University Policy (AP-02-117), and the Terms and Conditions of Housing Contract requiring first and second year students to live in university residence halls. Students who are age 21+ or whose high school graduation date is two years prior to the first day of classes are not required to live on campus (unless the student has previously submitted a contract to live on campus for the academic year the student is requesting exemption for).

<b>Student Name</b>	
<b>Student UWW ID #</b>	
<b>Student Cell Phone #</b>	
<b>Student Home Address</b>	
<b>Student Home City</b>	
<b>Student Home State / ZIP</b>	
<b>Student High School Grad Date (ie: 5/22)</b>	
<b>Student Date of Birth</b>	
<b>Student Status (Circle One)</b>	INCOMING      or      CURRENT
<b>Exemption Request (dates)</b>	Academic Year: _____ Fall _____ Spring _____

### What is the reason you are requesting an exemption?

Read information online regarding common situations and reasons a request would be denied.

<b>REASON (Check One):</b>	<b>REQUIRED DOCUMENTATION</b>
I live with a parent or legal guardian and will commute daily from their residence which is within 40 miles of UW-Whitewater	Commuter section on following page completed. Both student and parent/guardian signature required.
I am a veteran or have 2 years active military duty.	Copy of DD214 discharge papers.
It will be 2 years since my high school graduation when I am seeking the exemption.	Indicate year above. Will be verified with Admissions Office by Housing.
I am married.	Copy of marriage certificate.
I am a parent and the child lives with me.	Copy of your child's birth certificate
I have an extreme personal hardship.	Typed, detailed explanation of how your circumstances would limit you from living on campus and any relevant supporting documentation.
I have an extreme financial hardship.	



**My signature confirms understanding of, and agreement to the following statements:**

- I am aware of the policies that require first and second year students to live in university residence halls, and that as a UWW student I am required to comply with these policies.
- I am aware University Housing staff may consult with relevant campus departments to verify information I have submitted.
- I am aware that knowingly making a false statement, orally or in writing, to any university employee on a university-related matter is a violation of the UW-System Administrative Code and may result in disciplinary action.

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

**COMMUTER SECTION**

Parent / Legal Guardian Must Complete this Section for Students Requesting to Commute from Their Residence.

To be eligible to commute, students must reside with a parent or legal guardian at their home within 40 miles of UW-Whitewater (800 W. Main St., Whitewater, WI 53190) according to Google Maps. As part of the review process, University Housing will be verifying the address submitted. Student may be asked to submit additional documentation to verify the address.

**Parent / Legal Guardian Information**

My signature below confirms understanding and agreement to the following:

- This student will be commuting daily from my residence to UW-W for their coursework.
- If the student is found to not be living with me at my residence, they will be held financially responsible for on-campus housing charges.

Parent / Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent / Legal Guardian Name (Printed): \_\_\_\_\_

I am this student's (check one):

Parent

Legal Guardian (documentation may be requested)

Submit completed form and documentation to University Housing in any of the following formats

- Attached documents to an email to [Housing@uww.edu](mailto:Housing@uww.edu)
- Postal mail: University Housing, Goodhue Hall 200, 790 W. Starin Rd., Whitewater, WI 53190
- Upload scanned documents to the University Housing Student Portal at <https://student.housing.uww.edu/login>

Student will be informed either through mail or email to their university email account when exemption is approved.