Application for Exemption from the Freshman Live On-Campus Requirement

Freshmen (defined as students who have compiled fewer than 24 hours of college credit) are required to live in college housing for at least two semesters. Exempted from this policy are students who have reached their twenty-first birthday prior to the first day of classes; veterans of at least two years’ active military service; married students; students who commute to school daily from their permanent, legal residence of their parents (within a 35 mile radius of campus); and students who have resided in residence halls for two semesters, excluding summers. In order to be considered for a housing exemption, a student must follow the steps below.

- Review and Complete this Exemption Application form.
- **Students requesting an exception based on serious medical condition that cannot be accommodated in college housing, should NOT use this form. They should request an ADA accommodation through ECU Disability Support Services.** [https://accessibility.ecu.edu/students/](https://accessibility.ecu.edu/students/)
- Send the completed application and any supporting documentation to the Office of Campus Living. Supporting documents may include: your marriage license, copy of military orders or DD214, child’s birth certificate, medical documentation, and notarized statement from parents and other letters as appropriate.
- The Housing Exemption Review Board will review appeals regularly.
- The student will receive notification of the review board decision via email after the Board meets.
- **An exception from the residency policy are granted only before the first semester of attendance and does not release you from any obligations or requirements of a submitted Campus Living contract.**

Students requesting exceptions to the Live On-Campus Requirement for commuting daily from the permanent home of their parents, should mail this paperwork- with notarized section and map. Send the completed application and any supporting documentation to the Office of Campus Living to:

Campus Living, Housing Exemption Review Board
Jones Hall Office Suite 100,
Mailstop 415
Greenville, NC 27858-4353

All other requests, may be mailed or scanned/ emailed to housing@ecu.edu
Request for Freshman Live On-Campus Requirement Exemption

Students requesting an exception to the Live On-Campus Requirement for commuting daily from the permanent home of their parents, agree to the following by submitting this form:

- I will enroll in COAD 1000, ECU’s freshman seminar class in the first semester that I am living at home under the freshman residency exception.

- I am required to purchase a Gold 500 meal plan (or larger) each semester of my freshman year of enrollment under the freshman residency exemption so I might better connect to the campus and others in the freshman class.

I understand that should I fail to live up to any of these requirements during my first semester of enrollment at East Carolina University, that my freshman residency exemption may be revoked, and I will become fully responsible for the full room and board charges for the academic year.

Name: ___________________________________________________ Banner/Pirate ID Number: _____________________
(Please print) Last First Middle

Home Address: _______________________________________________________________________________
Number and Street City State Zip

Home Phone Number: ___________________ Cell Phone Number: ___________________
(area code) (area code)

Reason Requesting Exemption: (Check all that are applicable). Documentation must be attached.

_____ I have currently completed more than 24 credit hours of college work. Advanced placement, dual enrollment, and NC Early College Program classes do not count towards the requirement.

_____ I have been enrolled fulltime at a postsecondary institution for two semesters (excluding summers).

_____ I am married and live with my spouse. (Attach marriage certificate)

_____ I am a single parent with custody of my child(ren). (Attach birth certificate)

_____ I am a veteran of two years’ active military service.

_____ I am or will be 21 years old prior to the first day of classes. Birthdate ________________.

_____ I will commute daily from the permanent home of my parents (within 35 miles of campus – please use 1000 E. 5th Street, Greenville, NC 27858 as the address destination for your Google/Apple Maps documentation).

_____ I have religious dietary laws or other requirements that cannot be accommodated in college housing. (Documentation from your Rabbi or religious leader must be attached.)

If you are requesting an exception based on serious medical condition that cannot be accommodated in college housing, You should NOT use this form. You should request an ADA accommodation through ECU Disability Support Services.

I swear that the above information is true.

Student Signature: ___________________________ Date: ___________________________

Any student who wishes to appeal a Freshman Live On-Campus exemption decision may do so. Appeals must be submitted in writing with any supporting documentation. The student should present the appeal to the Associate Vice Chancellor for Campus Living and Dining. Appeals must be received within five (5) business days from the date of the original exemption decision.

Note to student: Please return the completed housing exemption form. Along with the completed form, you may need to submit the notarized statement from your parents or legal guardian stating you are commuting from their permanent, legal residence.
This Notarized Attestation is Required for a Student Requesting an Exemption Based on Living at Their Permanent Home Address Within 35 Miles of ECU

I, ________________________, am the parent or legal guardian of ____________________________.

My home address is ________________________________________________________________.

As part of requesting an exemption, I acknowledge that the student in question will continue to live with me at our permanent legal residence and will commute to East Carolina University located in Greenville, NC for BOTH the Fall 20_____ and Spring 20______ semesters.

Our permanent home address is in __________________________ County and is within 35 miles of East Carolina University.

____________________________
Parent or Legal Guardian

State of North Carolina

County of ____________________________.

The foregoing instrument was acknowledged before me this ___________ day ________________________, 20______ by _____________________________________________.

____________________________
Notary Public

My Commission Expires:

__________________________________________________________________________

Please attach a copy of a Google Map/Apple Map or other document showing the mileage from the address noted above and 1000 E. 5th Street, Greenville, NC 27858.