

REQUIRED RESIDENCY POLICY WAIVER REQUEST

Naropa University requires all full-time, single students 20 years of age and younger who have completed fewer than 30 hours of post-secondary school credit, to live in University housing. The University views housing as an integral part of a student's journey and is a place where students are supported with co-curricular, educational and social opportunities necessary for continued personal and academic success. If a student applies to the university after this date occupancy will depend on vacancy. Failure of a required student to sign a lease, submit a \$300 damage deposit, and occupy an assigned space by 9:00am on the first day of classes each semester results in termination of the Housing Agreement along with a \$300 cancellation fee. In addition, a termination premium in the amount of 25% of the room fee is owed for the remainder of the academic year. The only exception to this policy is if the student has been granted a residency policy waiver.

PERSONAL DATA

Date: _____ Student ID: _____
 Full Name: _____
 Permanent Address: _____

 Phone: _____ Email: _____
 Enrollment: Undergraduate Graduate Date of Birth: _____ Current Age: _____
 How many credit hours have you completed before the first day of classes? _____ At what school? _____

REASON FOR EXEMPTION REQUEST

- Living with Parents/Guardians within a 40 mile radius of Boulder.
 To request release under this category, please note the person(s) with whom and the address where you will be living. Also, please attach a document to verify this name and address (i.e. a copy of a piece of mail).

Name(s): _____ Relationship: _____
 Permanent Address: _____
 City, State, and Zip: _____
 Reason: _____

- At Least 21 Years Old – You will be at least 21 by the first day of the semester for which you are requesting a waiver. Residence Life will verify your birth date.
- Expect to have at least 30 hours by August 1 (for Fall) or January 1 (for Spring).
- Enrolling in less than 12 credit hours during each semester.
- Married – Determined exempt through marriage, domestic partnership or parenthood.
 Attach verifiable documentation such as a marriage certificate, a domestic partnership certificate or a birth certificate signed by the county clerk.
- Medical Condition – You have a medical condition that requires an off-campus living environment.
 To request release under this category, you must demonstrate the necessity of such an arrangement with a doctor's note and your personal outline of the change in physical or emotional health you anticipate due to this living situation.
 Exceptions requests due to medical reasons are determined by the Disabilities Services Coordinator (located in Student Affairs on the Arapahoe Campus, in the Administration building). In order to request a medical exception, please submit this form, with appropriate documentation (please see <http://naropa.edu/campuslife/learningneeds.cfm> for further information).
- Other – You feel that your situation warrants a waiver from the residency requirement.
 To request release under this category, please briefly explain below and then attach a letter that demonstrates your desire to be released from the residency requirement. Release under this provision is extremely unlikely and should not be expected.

By signing below I acknowledge that if at any time it is discovered that the student is in breach of an approved Exception to the University Housing Policy, the exception will be voided, the student will immediately be charged housing fees for the entire academic year, and will be suspended, while awaiting judicial review.

 Student Print Name Student Signature Date

OFFICE USE ONLY			
Academic Year: _____	Approved	Denied	Pending
Date Received: _____	Postmarked: _____		Total Hours: _____
Decision Communicated By: _____			GPA: _____
			Date: _____