

FIRST-YEAR LIVE-ON REQUIREMENT

The University of Georgia is committed to providing all of its students with a comprehensive educational experience. There are numerous educational and social benefits enjoyed by first-year undergraduate students living in campus residence halls that may not be realized by those living off campus. With this understanding, UGA has required all first-year students to live on campus since fall 2004.

First-year Live-on Requirement

All undergraduate, first-year students are required to live in University Housing during their first year of enrollment. As such, University Housing will reserve an on-campus assignment for all undergraduate, first-year students for their first year of enrollment.

Students enrolling for the first time for summer sessions are required to live on campus during summer, fall and spring semesters. Students enrolling for the first time for the fall semester are required to live on campus during the fall and spring semesters. Students enrolling for the first time for the spring semester are required to live on campus during the spring semester. Students who are dual enrolled are excluded from this policy until the semester of enrollment following their high school graduation.

Exemption from the First-year Live-on Requirement

Students wishing to request an exemption from the Requirement must make a formal request through the housing information system, [The Dawg House](#). To give ample time for review, such requests must be received no later than the date set forth below for the applicable semester start date:

- May 1 for summer session first enrollment;
- May 15 for fall semester first enrollment; and
- November 1 for spring semester first enrollment.

Students must indicate their reason for requesting the exemption, which may only be one of the following:

- the student will, for the entirety of the student's first year of enrollment, reside in the principal residence of a parent or legal guardian within the Georgia counties of Athens-Clarke, Barrow, Jackson, Madison, Oglethorpe or Oconee;
- the student will be under the age of 17 by the University's first official day of classes for the student's first semester of enrollment;
- the student will reach the age of 21 prior to the University's first official day of classes for the student's first semester of enrollment; or
- the student may request an exemption on the basis of compelling individual circumstance to be considered by University Housing.

Students requesting an exemption from the Requirement due to residency in one of the counties

named above will be required to provide verification from a parent or legal guardian that the student will reside at the parent's or legal guardian's principal residence during their first year of enrollment. When completing the exemption request through The Dawg House, the student must provide the contact information for their parent or legal guardian. The parent or legal guardian will then receive instructions via email on how to complete the verification process.

Once an exemption request is received, the University Housing Director of Administrative Services and Communications, or their designee, will review the request within a timely manner. University Housing staff may contact students via phone or their University email account to request additional documentation or clarification supporting the exemption. Failure to respond or to provide the additional documentation may result in denial of the exemption.

University Housing staff will contact the parent or legal guardian of any student who will be under the age of 17 by the University's first official day of classes and who does not submit an exemption request to the Requirement. University Housing Staff will discuss the on-campus experience and what to expect regarding available support. If the student chooses not to apply for an exemption, the parent or legal guardian will be responsible for signing the Housing Contract, and University Housing Staff will provide information on The Dawg House process.

At any time during the exemption request process, students may contact housing@uga.edu for questions or to check on the status of their request.

Students will be notified in writing of the decision regarding their request for an exemption from the Requirement.

- If an exemption to the Requirement is approved:
 - The student's housing assignment (and Housing Contract, if already executed) will be cancelled for the terms of enrollment for which the exemption has been approved.
 - A student who applies for an exemption from the Requirement after the student's Housing Contract has been executed will have a fifty percent (50%) cancellation fee assessed, in addition to charges for nights stayed (if applicable), in accordance with the University Housing Contract terms and conditions.
 - University Housing will notify the Office of Student Financial Aid when a student's exemption request has been approved.

- If an exemption to the Requirement is denied, the student may submit an appeal of the decision.
 - Appeals must be submitted in The Dawg House no later than 14 calendar days after the date of notification that the request for exemption has been denied.
 - The appeals committee will consider the appeal, as well as the initial request and any other communications related to the exemption request, in a timely manner and may, if necessary, consult with other University partners, including the University Health Center, the Disability Resource Center, the Office of Student Financial Aid, and Student Care and Outreach.
 - The appeals committee will review the appeal in a timely manner and communicate their decision to the student via their university email account.

- Decisions of the appeals committee are final.
- The appeals committee consists of:
 - one member of the faculty appointed by the chairperson of the Educational Affairs Committee of the University Council who will serve as chairperson of the appeals committee;
 - one professional staff member of the Division of Student Affairs appointed by the Vice President for Student Affairs; and
 - one professional staff member of University Housing appointed by the Executive Director of University Housing.

Removal from University Housing due to disciplinary action by the University (*e.g.*, suspension) or to cancellation of a student's Housing Contract through the University Housing contract review process shall only exempt the student from the Requirement for such period of time as the student is restricted from living in on-campus housing. If such restriction is permanent, the student will be deemed exempt from the Requirement and will be assessed any cancellation fees according to the University Housing Contract terms and conditions. Notwithstanding the foregoing, cancellation of a student's Housing Contract through the University Housing contract review process shall not exempt a student from the Requirement, if University Housing determines that such student acted in a manner intended to result in the cancellation of their Housing Contract so that they would be exempted from the Requirement.

Non-compliance

The following constitute non-compliance with the Requirement:

- failing to register for on-campus housing or submit an exemption request through [The Dawg House](#);
- failing to take up residence in on-campus housing by completing the check-in process and to maintain that residence during the first year (as described in Scope); or
- providing false or misleading information in connection with a request for an exemption from the Requirement.

Failure to comply with the Requirement may include the following actions:

- An administrative hold will be placed on a student's account until the Housing Contract is executed.
- An administrative hold will be placed on a student's account until the student checks into their assignment.
- Pursuant to this policy, University Housing is unable to release a first-year student's room assignment unless an exemption has been applied for and granted or a student has cancelled their enrollment through the UGA Admissions portal. Therefore, if an undergraduate, first-year student fails to execute their Housing Contract and has not been granted an exemption, a Room Reservation Fee equivalent to the value of the room being held will be applied to the student's account, with payment due in accordance with the Bursar and Treasury Services Division's payment deadlines. The Room Reservation Fee will be assessed mid-July – on the date the Bursar and Treasury Services Division begins to accept fall charges to student accounts. If the student later applies for and is granted an exemption from the Requirement or cancels their enrollment through the UGA

Admissions portal, the appropriate portion of the Room Reservation Fee (consistent with the principles for cancellation fees outlined in the University Housing Contract terms and conditions) will be credited to the student's Athena account.

- Should the student fail to comply with the Requirement by the first day of classes for the first term of enrollment, the student may be reported to the Office of Student Conduct for further proceedings in accordance with the Code of Conduct. Sanctions may include additional holds on registration for academic courses, a directive to take up or resume residence in University Housing, and even suspension or expulsion from the University.