

FIRST YEAR LIVE-ON REQUIREMENT EXEMPTIONS

Section: Assignments

Policy: Students wishing to request an exemption from the first year live-on requirement must make a formal request in writing to the Housing Assignments Office by the date set based upon their admission date to the University of Georgia.

Purpose: The purpose of this policy is to explain the policies governing first year students and the university residency requirement as well as how students can apply to be exempted from the policy.

Scope: This policy applies to all students classified as "first-year students" by the criteria listed in the first year live-on requirement guidelines.

Procedure:

- I. Students wishing to request an exemption must make a formal request in writing to the Housing Assignments Office by the date set based upon their admission date to the University of Georgia.
- II. Students requesting an exemption should download the First Year Live-On Requirement Exemption Request form and return it to the Housing Assignments Office by fax or mail. Students should indicate their reason for the exemption as either:
 - A. The student will be living with his/her parent or guardian in the parent/guardian's primary place of residence in Clarke, Barrow, Jackson, Madison, Oconee or Oglethorpe counties;
 - B. The student will have reached the age of 21 years by the first day of classes; or
 - C. The student has special, compelling individual circumstances described on the First Year Live-On Requirement Individual Circumstances Narrative form.
- III. Requests will be reviewed by the assistant director for assignments and contracts. Students will be notified in writing of the decision.
- IV. Requests for exemption must be submitted according to the following schedule:
 - A. May 15 for fall semester first enrollment
 - B. November 1 for spring semester first enrollment
 - C. May 1 for summer term first enrollment
- V. Students denied an exemption have ten (10) business days from the date of their notice of denial to submit an appeal to the Housing Appeals Committee. All decisions made by this committee are final.
- VI. Students who apply for and are granted an exemption after the beginning of the contract period may have a 50 percent contract cancellation fee assessed.

Revised: May, 2013