

Ohio Wesleyan University Housing Exemption Request

RESIDENTIAL LIFE OFFICE
225 Hamilton-Williams Campus Center
Delaware, Ohio 43015
PHONE: 740-368-3175
FAX: 740-368-3174
EMAIL: reslife@owu.edu

OFFICE USE ONLY

- Approved
 Not Approved

Residency Requirement

Living in an on-campus residential community throughout one's college career is an integral part of the Ohio Wesleyan University educational experience. As a residential university, we require full-time enrolled students to reside on campus unless they meet one of the following criteria of exception:

1. Residing with parents or legal guardians at their primary place of residence within 30 miles driving distance of campus. The student must provide documentation that the address given is the bona fide primary place of residence of the parents or guardians. "Primary place of residence" is defined as the one place where an owner of the property has his/her true, fixed, and permanent home and it shall continue as a primary place of residence until another primary place of residence is established. If the parents or legal guardians rent, and do not own, their primary place of residence, copies of leases reflecting the necessary continuous period of occupancy must be provided. Further documentation may be required at the discretion of the Residential Life staff.
2. 23 years of age or older during the academic year for which an exception is requested.
3. Fifth year seniors.
4. Legally married (must provide documentation).
5. Parents of dependent children (must provide documentation).
6. Medical or psychological conditions that cannot be accommodated by the university. Ohio Wesleyan University is committed to making accommodations in our residences for medical or psychological conditions for which a student has been diagnosed by a licensed health care provider. These accommodations are made in consultation with university personnel including representatives from Student Health Services, Counseling Services, and Student Disability Services. In rare circumstances when the university is unable to provide accommodations on campus as determined by these university personnel, the student will be granted an exception. (There is additional paperwork for this process which can only be obtained after a meeting with the Residential Life Office.)

If a student who is approved for a housing exemption based on criteria #1 above (residing with parents or legal guardians at their primary place of residence) is later found to be residing somewhere other than their parents' or legal guardians' primary place of residence, the University reserves the right to require the student to move back on campus with applicable room and board charges and refer the student to the student conduct system.

Applicant Information (must be completed by the student)

PLEASE PRINT LEGIBLY AND USE INK

Last Name: _____ First Name: _____ MI: _____

Student ID Number: _____ HWCC Box # _____ Date of Birth: _____

Email: _____ Cell Phone: _____

Meal Plan: None A (Large) B (Medium) C (Small)

Reason for Housing Exemption Request (check one)

- Residing with parents (complete information below) Married (please provide documentation)
 23 years of age Parent of dependent child/children (please provide documentation)
 Fifth year senior

By signing below, I affirm that I understand the OWU residency requirement stated above. Furthermore, I am communicating my intent to forfeit any request to be assigned to a space in a residential facility. I also understand that I will not participate in a meal plan unless I specifically request one through the Residential Life Office. I understand that if I am approved to reside at home, but am later found to be living elsewhere, the University reserves the right to require me to move back on campus with applicable room and board charges and refer me to the student conduct system. I understand that I must sign the Off Campus Housing Memorandum of Understanding and provide my off campus address if I am approved for a housing exemption for a reason other than residing with parents.

Student Signature: _____ Date: _____

(Students not residing with parents must also complete the Off Campus Housing Memorandum of Understanding on the reverse side)

Parent Information (must be completed by the parent of students who request an exemption to reside at parents' primary place of residence)

Name(s): _____

Permanent Home Address: _____

Home Phone: _____ Cell Phone: _____

By signing below, I affirm that I understand the OWU residency requirement stated above. I am in full agreement that my student will reside at my primary place of residence. I agree that if my student is found to be living somewhere other than my primary place of residence, the University reserves the right to require my student to move back on campus and assign room and board charges to my student's account.

Parent Signature(s): _____ Date: _____

Ohio Wesleyan University

Off Campus Housing

Memorandum of Understanding

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Any student who does not reside on campus and is not residing with parent/guardian at their primary place of residence must complete this Off Campus Housing Memorandum of Understanding. If you do not know your off campus address at the time that you complete the Housing Exemption Form, you will be required to provide it to the Residential Life Office as soon as you secure off campus residence.

PLEASE PRINT LEGIBLY AND USE INK

Student Name: _____ Student ID #: _____

Cell Phone Number: _____ Email Address: _____

Off Campus Address: _____

A. General Provisions

1. I understand that I am responsible for making my own arrangements for housing. Ohio Wesleyan University does not accept responsibility for my choice of residence.
2. Ohio Wesleyan University expects all students, whether living on or off campus, to conduct themselves in ways which are consistent with University policy and the OWU Code of Student Conduct. Students in violation of OWU policies may be referred to the Office of Student Conduct even if the violation occurs off campus.
3. In choosing the independent status of living off campus in the local community, I understand that I also subject myself directly to the standards of conduct expected by the community and the expectations of the landlord and civil authorities.
4. I understand that I am required to provide my off campus address to the Residential Life Office by August 1st. I understand that if I do not provide this information, I may be referred to the Office of Student Conduct.

B. Community Responsibility - As a community neighbor with the shared goal of ensuring a positive living and learning experience, I commit to the following:

1. I will accept responsibility for establishing and maintaining healthy personal relationships with my neighbors.
2. I will seek out assistance should problems arise that I cannot handle alone.
3. I will report crimes to the police.
4. I will clean up after my pet(s).
5. I will not place indoor furniture outside.
6. I will assume responsibility for my behavior and personal well-being as a student residing off campus.

C. Tenant Obligations Under Ohio Law (please refer to Ohio Revised Code chapter 5321: Landlords and Tenants)

1. Keep the premises safe and sanitary.
2. Dispose of all garbage in a sanitary manner.
3. Keep all plumbing fixtures as clean as possible.
4. Use and operate electrical and plumbing fixtures properly.
5. Refrain from damaging the property.
6. Do not allow guests to cause damage to the property.
7. Comply with all health and safety codes that apply to tenants.
8. Maintain in good working order the appliances and fixtures supplied by the landlord.
9. Do not disturb your neighbor's peaceful enjoyment of the premises.
10. Allow the landlord to enter the rental unit if the request is reasonable and notice was given by the landlord.

D. Statement of Off Campus Conduct

I understand that I am expected to conduct myself in a manner that positively represents the Ohio Wesleyan University community. I understand that the OWU Code of Student Conduct applies to me off campus as well as on campus. I further agree to abide by the guidelines outlined in the OWU Student Handbook for parking on public streets and for noise disturbances related to parties (Public Safety section.) I understand that, as a student of Ohio Wesleyan University and resident of the Delaware community, I am accountable for my actions both on and off campus.

Please submit this document to the Residential Life Office as soon as you secure your off campus residence.

Student Signature: _____

Date: _____