



# Request to Live Off Campus 2020-21

Name \_\_\_\_\_ ID # \_\_\_\_\_ Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Permanent Phone Number \_\_\_\_\_

Residence Hall/Room # \_\_\_\_\_ CPO \_\_\_\_\_

Permanent Address \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Permanent Phone Number \_\_\_\_\_

Semester Hours Completed \_\_\_\_\_ Hours Currently Enrolled \_\_\_\_\_

Last Semester's GPA \_\_\_\_\_ Cumulative GPA \_\_\_\_\_

The policy for campus housing is stated in the Lees-McRae College Student Handbook and the Lees-McRae College Catalog. Students who meet at least one of the five criteria are eligible to apply to live off campus. This form must be completed and approved before moving off campus.

1. Married students and students with dependent children (Provide a copy of marriage certificate or birth certificate)
2. Student living home with their parents or guardians within 25 miles of LMC (Provide a copy of utility bill in the parents name)
3. Veterans with more than 120 consecutive days of active military duty (Provide a copy of your DD-214)
4. Students who are 24 years of age or older, OR students that will turn 24 during the semester of the off campus request (Provide a copy of a valid driver's license, passport, or birth certificate)
5. Students whose parents are full-time LMC employees (LMC HR will verify)

This policy is in effect during the fall and spring semesters. This policy is in effect for all Lees-McRae College main campus students. Requests for exceptions to this policy must be made by the student through the Office of Student Affairs. Exceptions to the policy will be reviewed on a case by case basis. Students must reapply each year for off campus housing approval.

**Keeping this in mind, please explain why you are requesting to live off-campus (Attach typed documentation to support your request).**

I understand that if I do not meet one of the five criteria above and am granted an exception, my institutional financial aid will be reduced by 25%. I also understand that if I am granted an exemption and I am under 21 years of age, I will need to provide written permission from a parent or guardian.

Students that falsify information will be subject to the College's Judicial Process as according to the Lees-McRae College Student Handbook.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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Request:      Approved \_\_\_\_\_ Denied \_\_\_\_\_

Approval based on:      Criteria \_\_\_\_\_ Committee Signature \_\_\_\_\_