Residency Policy Exemption Request
Fall 2022 & Spring 2023

Residence Life is obligated to enforce the Board of Regents Policy 24-2, University Policy (AP-02-117), and the Terms and Conditions of Residence Hall and Meal Plan Contract requiring first and second year students to live in university residence halls. Students who are age 21+ or whose high school graduation date is two years prior to the first day of classes (9/7/22 if starting in Fall or 1/23/23 if starting in Spring) are not required to live on campus and do not need to submit an exemption request.

Exemptions may be requested by students who are veterans, married, parents, or eligible to commute. Students may also submit an appeal based on extreme personal or financial hardship.

DEADLINE: Form and documentation must be submitted before: **9/7/22** (if starting in Fall) or **1/23/23** (if starting in Spring).

**Student Name:** ____________________________

**Student Cell Phone #:** ________________ **UWRF ID#:** __________

**Home Address:** ____________________________

**City:** ____________________________ **State:** _____ **Zip:** __________

**Check One:** ___ Incoming Student ___ Current UWRF Student

**High School Graduation Month/Year** (ie 05/20): __________________

What is the reason you are requesting an exemption?
Please read the information online regarding common situations and reasons a request would be denied.

<table>
<thead>
<tr>
<th>Reason (check one)</th>
<th>Required Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>I am a veteran or have 2 years active military duty.</td>
<td>Copy of DD214 discharge papers</td>
</tr>
<tr>
<td>I am married.</td>
<td>Copy of marriage certificate</td>
</tr>
<tr>
<td>I am a parent.</td>
<td>Copy of your child’s birth certificate</td>
</tr>
<tr>
<td>I live with a parent or legal guardian and will commute daily from their residence which is within one of the approved zip codes, or within 40 miles of UWRF.</td>
<td>Commuter section on following page</td>
</tr>
<tr>
<td>I have an extreme personal hardship.</td>
<td>Typed, detailed explanation of how your circumstances would limit you from living on campus and any relevant supporting documentation</td>
</tr>
<tr>
<td>I have an extreme financial hardship.</td>
<td></td>
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</tbody>
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Go to Next Page
My signature confirms understanding of, and agreement to the following statements:

- I am aware of the policies that require first and second year students to live in university residence halls, and that as a UWRF student I am required to comply with these policies.
- I am aware the Department of Residence Life staff may consult with relevant campus departments to verify information I have submitted.
- I am aware that knowingly making a false statement, orally or in writing, to any university employee on a university-related matter is a violation of the UW-System Administrative Code and may result in disciplinary action.

Student Signature: __________________________________________ Date: __________________________

Must be handwritten signature

COMMUTER SECTION
Parent / Legal Guardian Must Complete this Section
for Students Requesting to Commute from Their Residence

To be eligible to commute, students must reside with a parent or legal guardian at their home within one of the approved zip codes, or within 40 miles of UWRF (410 S. 3rd Street, River Falls, WI 54022) according to Google Maps. As part of the review process, Residence Life will be verifying the address submitted. Students may be asked to submit additional documentation.

Parent / Legal Guardian Information

My signature below confirms understanding and agreement to the following:

- This student will be commuting daily from my residence to UWRF.
- If the student is found to not be living with me at my residence, they will be held financially responsible for on-campus housing charges.

Parent/Legal Guardian Signature: ________________________________  Must be handwritten signature

Date: ______________________

Parent/Legal Guardian Name (printed): ____________________________

I am this student’s (Check one):
___ Parent
___ Legal Guardian (documentation may be requested)

Approved Zip Codes

Wisconsin:
54002, 54003, 54007, 54011, 54013, 54014, 54015, 54016, 54017, 54021, 54022, 54023, 54025, 54026, 54027, 54028, 54082, 54723, 54734, 54740, 54749, 54750, 54761, 54767, 54769

Minnesota:
55001, 55003, 55009, 55016, 55024, 55026, 55027, 55031, 55033, 55042, 55043, 55047, 55055, 55065, 55066, 55068, 55071, 55075, 55076, 55077, 55082, 55083, 55085, 55089, 55090, 55101, 55102, 55103, 55104, 55105, 55106, 55107, 55108, 55109, 55110, 55113, 55115, 55116, 55117, 55118, 55119, 55120, 55121, 55123, 55125, 55127, 55128, 55129, 55130, 55133, 55144, 55145, 55146, 55150, 55155, 55164, 55165, 55170, 55175

Submit completed form and documentation to Residence Life via email (reslife@uwrf.edu) or postal mail (Department of Residence Life, B3 East Hathorn Hall, 410 South 3rd Street, River Falls, WI 54022-5001).