



RESIDENCY EXEMPTION FORM

ON-CAMPUS HOUSING REQUIREMENT

1. All new, readmitted, or continuing undergraduate students are required to live on campus for a minimum of eight (8) consecutive regular (fall/spring) semesters unless they are approved for a residency exemption. The Office of Residential Services is responsible for the approval of any exemptions. The following exemptions may be allowed with the submission of a Residency Exemption Form and proper documentation.

- Students who have completed eight (8) consecutive regular semesters in university housing.
- Students over the age of 23 as of the first day of class.
- Married students, or those that will be married, before the mid-term date of the semester.
- Students living in the permanent domicile of and with their parent or a legal guardian. Documentation verifying the permanent domicile must be provided below. *The parent or legal guardian's permanent domicile must be in the following counties only:*
 - In South Carolina – Anderson, Greenville, Laurens, Pickens, and Spartanburg.
 - In North Carolina – Henderson and Polk.

2. Unless approved for an exemption, all transfer students must reside on campus until they have completed eight (8) regular, full-time semesters. Transfer students may request an exemption based on the guidelines listed above. Further, if a student is transferring from a college or university found in one of the following counties (South Carolina: Anderson, Greenville, Laurens, Pickens, and Spartanburg; North Carolina: Henderson and Polk) and he or she has been living at an address within one of the approved counties, then he/she can request an exemption based on being under a pre-existing housing agreement. This housing arrangement must have existed 120 days prior to entering NGU. **Proper documentation must be provided and sent to residence.life@ngu.edu.**

3. All international students must live in university housing unless they meet the requirements listed above.

4. All exemptions must be submitted two weeks prior to the beginning of the term. As a note, housing agreements are a year-long agreement.

5. Students must resubmit their request for exemption every fall semester for a yearly approval. Supporting documentation may not be necessary if living arrangements have not changed.

SECTION A: Application Information

Semester: Fall 20 _____ Spring 20 _____ Athlete: _____ *All athletes must complete Section D.*

Student Type: _____ Class Level: _____ Application Type: _____

Student ID# _____ Date of Birth: _____

First Name: _____ Middle Name: _____ Last Name: _____

Preferred Name: _____ Gender: _____

List the address of your domicile during the academic year below.

Street Address: _____ City: _____

State: _____ Zip: _____ Country: _____ Student Mobile Phone: _____

Home Phone: _____ Parent or Legal Guardian First Name: _____ Last Name: _____

SECTION B: Exemption Reason

All students must give a local address below unless living at home. Remember, the Housing Agreement is for one full academic year (Fall/Spring).

I have completed eight (8) consecutive regular semesters in housing according to the NGU Student Housing Agreement.

I will be 23 years of age or older as of the first day of the semester.

I am/will be married. Date of marriage: _____ (additional documentation may be required)

I am living with my parents in their permanent domicile (must complete Section C).

I am living with my legal guardian in their permanent domicile (must complete Section C).

SECTION C: Proof of Residency

All students applying for a residency exemption based on living with parents/legal guardian must supply proof of residency. A copy of parent/legal guardian driver's licenses, as well as a copy of your personal driver's license, must be submitted to residence.life@ngu.edu when this form is submitted.

I understand that I am required to live at the address listed above and on the driver's license of my parents/legal guardian. If it is discovered that this is not the case, I understand that I will be subject to disciplinary actions.

Student Signature: _____

SECTION D: Athletic Verification

This section must be completed by head coaches of all student athletes applying for a residency exemption.

I certify that I have spoken with the above student and am aware of their desire to live off campus at the location stated on this form.

Head Coach Signature: _____

SECTION E: Student Acknowledgment Statements

I understand that if my residency exemption request is approved it may have implications for my financial aid. I understand I am solely responsible to understand these implications. Please contact the financial aid office to confirm how your financial aid may be impacted: finaid@ngu.edu or visit NGUcentral located in Neves Hall.

Student Signature: _____

I acknowledge that failure to provide accurate information and any attempts to falsify information or records on this form may result in disciplinary action up to withdrawal from North Greenville University.

Student Signature: _____

SECTION F: University Authorization

Exemption is authorized.

Exemption is denied.

AVP of Student Engagement Signature: _____