

# University of Nebraska–Lincoln

## On-campus Residency Requirement Policy

Students who live on campus are more likely to earn better grades, become involved on campus, interact with faculty, and are much more likely to graduate. Due to the significant link between academic success and on-campus living, the University of Nebraska-Lincoln On-campus Residency Requirement states:

**All unmarried students who are enrolled for seven or more credit hours, and who are under the age of 19 prior to the first day of the fall semester of the current academic year, are required to reside in on-campus housing. This policy is in effect for the entire academic year.**

### **The on-campus residency requirement is administered with the following options to students:**

- Option 1. A student may reside in the residence halls at the University of Nebraska-Lincoln.
- Option 2. A student may live with his/her parent(s) or legal guardian(s) and commute\* from that home. "Living with" is defined as residing with them at their physical home address for the entire academic year. Parental signature confirms residence location and responsibility for the student.
- Option 3. An "emancipated minor" who has previously established a residence independent from his/her parent(s) may commute\* from that home. Emancipated minors must provide legal documentation verifying emancipated status.
- Option 4. A student may live with a "close" relative and commute\* from that home. A "close relative" is defined as a grandparent, brother, sister, aunt or uncle. All relatives must be adults 19 year of age or older.
- Option 5. A student may live at the site of employment or internship as a requirement of the position and commute\* from that location. (Documentation must be attached).

**\* A reasonable commuting distance is defined as being within a 30-mile radius of the UNL City Campus or the UNL East Campus. (Additionally, financial aid award budgets will be adjusted to reflect that the student will be commuting.) Mileage is determined by UNL.**

### **For students under 19 years of age, the following situations qualify for an application to be exempted:**

(Students who are requesting an exemption must complete the attached form and submit the specific documentation noted)

- A. Married student – proof of marriage is required.
- B. Student with children – proof of birth is required.
- C. Student who has lived in University-approved housing for 2 or more semesters, (excluding summer sessions) at UNL or another institution.
- D. Student who has completed or transferred 27 or more accepted semester hours of post-secondary education prior to the first day of fall semester classes.
- E. Student who will have completed a spring semester at the University of Nebraska-Lincoln and lived in University-approved housing for the entire semester.

**Special circumstances:** To request a special circumstances exemption, please submit the attached form with a DETAILED summary of your circumstances.

**A student under age 19 who wishes to request an exemption for reasons other than those noted above may apply for a *Special Circumstances* exemption. To request a *Special Circumstances* exemption, the student must submit the attached form plus a DETAILED information summary explaining their circumstances to be reviewed by the Residency Compliance Committee. Release from residency requirement is not guaranteed.**

**Students who do not comply may have their University records (including financial and academic records for registration and transfer) placed on hold or face other judicial sanctions. Please allow four to six weeks for a final response.**

### **For all options listed above, return completed request forms with accompanying documentation to:**

Residency Compliance Office  
c/o University Housing  
1115 N. 16th St. P.O. Box 880622 Lincoln, Nebraska 68588-0622  
(402) 472-3885 (800) 742-8800 FAX: (402) 817-4973  
or via email: [residency-compliance@unl.edu](mailto:residency-compliance@unl.edu)

**To obtain information about fraternity and sorority living units contact the Office of Greek Affairs, Room 332, Nebraska Union, University of Nebraska-Lincoln, Lincoln, NE 68588-0458, or by calling (800) 742-8800 ext. 2582 or in Lincoln: (402) 472-2582.**

# University of Nebraska–Lincoln

# On-campus Residency Requirement Compliance/Exemption Request

**INFORMATION IN HIGHLIGHTED AREAS MUST BE COMPLETED.**

Name: _____	Student ID# _____
Last                      First                      Middle	Cell phone # _____
Date of birth: _____	Email address: _____
Current address: _____	Permanent address: _____
_____	_____
City                                      State                      Zip	City                                      State                      Zip
Are you currently living in the UNL residence halls? ____ yes ____ no	If yes, what hall/room#: _____
Registering for (check one): <input type="checkbox"/> Spring semester 20____ (year) OR <input type="checkbox"/> Fall semester 20____ (year)	

**I request to comply with the live-in policy in the following way:**

- \_\_\_\_\_ Option 2: Commuting from the home of a parent or guardian.  
Commuting distance is defined as being within a 30-mile radius of the UNL campus.
- \_\_\_\_\_ Option 3: Commuting from home as an emancipated minor.  
Documentation which verifies legal emancipated status must be attached.
- \_\_\_\_\_ Option 4: Commuting from the home of a close relative: \_\_\_\_\_  
(See list of acceptable relatives on cover page)                                      Relative's name (print)
- Address/City/State/Zip of relative's home:                                      Relationship to student: \_\_\_\_\_
- \_\_\_\_\_                                      Relative's date of birth: \_\_\_\_\_
- \_\_\_\_\_ Option 5: Commuting from the site of employment/internship.  
Documentation verifying condition of employment/internship must be attached.

Printed name of parent/guardian: _____	Phone number where parent/guardian can be reached: _____
Printed address of parent/guardian: _____	
Street	City                      State                      Zip
Student signature _____	Parent/guardian signature confirming student will reside at the above
Date _____	physical address/residence for the entire academic year.

**For students under 19 years of age, the following situations qualify a student for exemption:**

- \_\_\_ Option A: Married student requesting an exemption. Copy of marriage license attached.
- \_\_\_ Option B: Student with child requesting an exemption. Copy of child's birth certificate attached.
- \_\_\_ Option C: I have lived in university-approved housing for two or more semesters not including summer.
- \_\_\_ Option D: I have earned 27 or more approved semester credits prior to the first day of fall semester classes.
- \_\_\_ Option E: I will have completed a spring semester at UNL and lived in University-approved housing for the entire semester.

**Special Circumstances** – to request a Special Circumstances exemption, please submit this form along with a DETAILED summary of your circumstances. Release from the residency requirement is not guaranteed. Please allow four to six weeks for a response.

**Withdrawal:** I am withdrawing from UNL and/or am no longer a student.                                      Date of withdrawal: \_\_\_\_\_  
RD signature: \_\_\_\_\_                                      Date: \_\_\_\_\_

**All copies of this form should be completed, approved and returned to the Residency Compliance Office located in the University Housing building. Failure to do so PRIOR to making other living arrangements or hall check-out will result in an incomplete check-out billing.**

FOR OFFICE USE ONLY: Date received/initials: \_\_\_\_\_ Date approved/initials: \_\_\_\_\_ Date entered into StarRez: \_\_\_\_\_  
Student notified of decision by: Email: \_\_\_\_ Copy of form: \_\_\_\_ Letter: \_\_\_\_ Hold date: Placed: \_\_\_\_\_ Removed: \_\_\_\_\_  
Mailed: \_\_\_\_\_ Date: \_\_\_\_\_ Entered: \_\_\_\_ Yes      Date: \_\_\_\_\_