

McMurry University

APPLICATION FOR PERMISSION TO LIVE OFF CAMPUS

RETURN TO: Office of Residence Life, McMurry Station Box 245 - Abilene, TX 79697; Campus Center Room, 104; Phone: (325) 793-6550

McMurry University is essentially a residence university and students are required to live in the residence hall setting until they are 21 years of age or have completed 60 hours. Residence halls are maintained as part of the total educational experience available to students. They provide a supportive framework for intellectual and social growth. Without off campus approval students are required to live in the residence halls and purchase a meal plan.

CAUTION: Students who move off campus could lose certain financial aid scholarships they are currently receiving. It is your responsibility to check with the Financial Aid Office before applying to move off campus. Also, students who move off campus without permission are subject to being charged for a residence hall room and meal plan. Read the instructions carefully. INCOMPLETE APPLICATIONS WILL BE DENIED

First Name Last Name M.I. Student ID

CURRENT STUDENT ADDRESS: (Address for response letter to be mailed) CURRENT PHONE #:

Street: Box/Apt:

City: State: Zip:

REASON FOR REQUESTING TO MOVE OFF CAMPUS: (Please check ONE and provide the appropriate information)

- 1. I have completed a minimum of 60 McMurry credited hours or lived on campus for 4 LONG (fall or spring) semesters CREDIT HOURS COMPLETED:
2. I am at least 21 years of age. BIRTHDATE:
3. I will be living with my legal guardian within a 30 mile radius of the campus.

Parent/Legal Guardian must read and sign the back of this form!

PARENT/GUARDIAN NAME:

ADDRESS:

CITY, STATE ZIP:

PHONE NUMBER:

- 4. I am married/getting married. WEDDING DATE:

A copy of the marriage license must be provided with the application or within ten days of the wedding date to avoid your student account being charged for room & board.

My signature below certifies that the information above is true and correct to the best of my knowledge. I understand that falsifying information is a violation of the Student Code of Conduct. I understand that falsification of information on this application may result in judicial action being taken against me. I understand that if I receive off campus approval that I may need to complete additional paperwork in the Student Affairs office to cancel room reservations and/or meal plan. I understand that if I receive a letter denying my request to live off campus that I may be charged for room and board until such time as I meet the requirements to live off campus. Applications are reviewed April 15th - August 1st each year. Applicants will receive a letter at the address above notifying them of the final decision no later than August 15th.

Student Signature

Date

FOR OFFICE USE ONLY

APPROVED:

DENIED:

Meets established criteria #

Does NOT meet requirements

Exception granted by the Dean of Students

Application not complete

Letter Sent to Student Computer Record Updated DATE: INITIAL:

To be filled out by the Parent/Legal Guardian from Item 3 on the front page

I, the undersigned, certify that my son/daughter will be living with me, the parent/legal guardian, at my permanent residence which falls within a 30 mile radius of McMurry University and that the address and phone number listed in item 3 on the front of this form are correct. I understand that the Student Affairs office may call me at random to confirm that my son/daughter is still living at the permanent residence of the parent/legal guardian and if at any time the Student Affairs office finds that my son/daughter is not living at the permanent residence of the parent/legal guardian he/she may be billed for a residence hall room and meal plan.

X _____
Signature of Parent/Legal Guardian

Date