

SOUTHEASTERN OKLAHOMA STATE UNIVERSITY FRESHMEN RESIDENCY PROGRAM INFORMATION

Southeastern Oklahoma State University believes that there are important educational and social benefits in the Residence Halls and On-Campus Housing Program. Because of this conviction, Southeastern has developed a Freshmen Residency Program that requires all single, full-time (12 hours or more per semester), first-time Freshmen who are under the age of 20 and have earned fewer than 24 college credit hours to reside in University Housing. College credit hours that have been earned while in high school do not count toward the 24 college credit hour limit.

Southeastern is committed to providing to students participating in the Freshmen Residency Program the following:

- To offer a living experience that will enhance and compliment their collegiate experience
- To provide the opportunity to develop the ability to live in community with people of different cultures, backgrounds and ideals
- To provide the opportunity to develop lifelong friendships
- To ensure that when one leaves Southeastern. That they will take with them memories that they will cherish for a lifetime

Criteria for waiver from participating in the Freshmen Residency Program are:

- Veteran
- Married
- Parent
- Residing with Parent/Legal Legal guardian (at their permanent address which must be located within 60 miles of SE campus)
- Enrolled in exclusively on-line courses and not actively participating in collegiate athletics.

Residence Hall Accommodations:

Students living in the Residence Halls will enjoy the convenience of study lounges, social lounges, vending machines and laundry facilities. A typical room includes heat and air conditioning, desk, chair, bed, mattress, wardrobe and a dresser per student. Included in the room rates are cable, internet connection, and local telephone service. Double occupancy is the normal accepted room assignment, although there could be the option to purchase a single occupancy room. Students will be required to select one of the various meal plans offered through Dining Services.

Please contact Housing and Residence Life, 580-745-2948, for additional information about the Freshmen Residency Program.

**SOUTHEASTERN OKLAHOMA STATE UNIVERSITY
FRESHMEN RESIDENCY PROGRAM
POLICY**

All unmarried, Freshmen, under the age of 20 who have completed fewer than 24 semester hours of University work and are enrolled full-time (12 hours or more per semester) are required to reside in University Housing for one academic year under a contractual room and board plan as long as space is available. College credit hours that have been earned while in high school do not count toward the 24 college credit hour limit. (For the purposes of this policy, successfully completed remedial course hours will count).

Exceptions may be granted by the Office of Housing and Residence Life provided that the application for Release of the Residency Requirement be made in lieu of signing a contract.

Students requesting a release from the Residency Requirement must apply for the release prior to June 1 for the Fall Semester and November 1 for the Spring Semester. Requests received after June 1 will be reviewed on a time permitting schedule.

Students who are 20 or over or have completed 24 college credit hours do not need to file for a release. College credit hours that have been earned while in high school do not count toward the 24 college credit hour limit.

Exceptions can be made for one of the following reasons:

- Being 20 years of age or older
- Being married
- Living with parent/legal guardian
(at their permanent address which must be located within 60 miles of SE campus)
- Being a veteran
- Being a parent
- Enrolled exclusively in on-line courses and not participating in intercollegiate athletics.

Required Documentation:

All release requests must be accompanied with appropriate documentation as outlined below. Waiver requests must be completed on a Request for Release from Freshmen Residency Requirement form and be submitted with sufficient complete documentation. Request without required documentation or with incomplete information will be denied.

- Veteran Status: Copy of Department of Defense form 214 (DD 214)
- Married: Copy of valid marriage certificate
- Parent: Copy of Child/Children's birth certificate(s)
- Residing with Parent/Legal guardian: Completed Commuter Parent/Legal guardian Verification Statement. This form must be signed by the parent/legal guardian and the student and must be notarized.
- Enrolled exclusively in on-line courses: Attach a copy of your class schedule

To be considered for an exemption from this policy, apply for release from the requirement before signing a housing contract.

Policy Violation

FTF students who are in violation of this policy (who have not submitted a Housing Contracted to live on campus or been released from the Freshmen Residency Requirement) may be subject to sanctions, including a Violation of Freshmen Residency Requirement Fee for each semester that the student is in violation of the policy.

Freshman Residency Requirement Request for Exemption Form

Students that do not plan to live on campus are required to submit **a Freshman Residency Request for Exemption Form**. The form must be submitted no later than June 15th in order to ensure a timely response. (In all cases, students should anticipate that it will take a minimum of one week for a determination to be made.) Students will receive written notification from the Office for Housing and Residence Life stating whether the request for exemption has been approved or denied. (Please note that exemption is NOT automatic.) Please type or print:

Student's name: _____ SE ID #: _____
Last First Middle

Current physical address: _____
Street City State Zip

Current mailing address: _____
Street City State Zip

Telephone: () _____ Date of birth: _____ Credit hrs completed as of last semester: _____

Indicate the semester for which the exemption is being requested:

Fall _____ Spring _____ Summer _____
Year Year Year

I would like to be exempt from living on campus because (check all that apply and attach required documentation):

- I will be commuting from home and living with my parent(s) or legal guardian(s) in their permanent residence, which is located within 60 miles of the SE Durant campus. (Attach verification statement)
- I am married or will be married prior to my first day of classes at SE. (Attach valid marriage certificate.)
- I will be taking fewer than 9 credit hours. (Attach a sheet explaining reason.)
- I have already lived on campus for two full (non summer) semesters.
Indicate semesters, years and location: _____
- I am 20 years of age or older (Attach a copy of birth certificate or driver's license.)
- I have completed 24 or more credit hours at SE. (Attach a copy of your transcript.)
- I am a veteran. (Attach a copy of Department of Defense form 214, aka DD214)
- I am enrolled exclusively in online courses and do not participate in intercollegiate athletics. (Attach a copy of your class schedule)
- Other. (Attach an additional sheet explaining your reason for requesting an exemption.)

I have read this Freshman Residency – Request for Exemption Form and understand that I am NOT automatically exempt from SE's residency requirement. I understand that written notification will be sent, indicating whether my request has been approved or denied. I also understand that if I have already signed a Housing Contract and am now trying to move out of on-campus housing, this form does NOT constitute a contract cancellation and therefore does not release me from any amount due or from the contract cancellation fee detailed in the contract termination cancellation section of my Housing Contract.

Student's signature _____ Date _____ Parent's signature (required if student is under 18) _____ Date _____ Parent's Phone # _____

Return both copies to: Housing and Residence Life Office – 425 W. University – Durant, OK 74701-0609

For office use only:

Initial Request: Approved Denied DRL signature _____ Date _____

DHRL Comments: _____

Appeal Outcome: Approved Denied Date: _____

**FRESHMEN RESIDENCY PROGRAM
COMMUTER PARENT/LEGAL GUARDIAN VERIFICATION STATEMENT**

Please note, this form must accompany Freshmen Residency Program Waiver Request application and be notarized as indicated below.

TO BE COMPLETED BY PARENT/LEGAL GUARDIAN

I do hereby affirm that my son/daughter _____
(Name) (SE I.D. #)

Will be commuting daily to Southeastern Oklahoma State University. Furthermore, my son/daughter shall be residing with me at my permanent residence on a full-time basis and commuting from my primary legal residence ascribed herein:

Street: _____

City: _____

State: _____

Home Phone: () _____

Parent/Legal guardian: _____
(Please Print)

Subscribed and sworn before me by _____ on this
____ day (Parent/Legal guardian - Signature)
of _____, 20____.

Affix Notary Seal Here:

NOTARY PUBLIC

Notary of the county of _____ in the state of _____

My Commission expires: _____

Please contact Housing and Residence Life, (580) 745-2948, for additional information about the Freshmen Residency Program