

# **SOUTHEASTERN OKLAHOMA STATE UNIVERSITY FRESHMEN RESIDENCY PROGRAM INFORMATION**

Southeastern Oklahoma State University believes that there are important educational & social, curricular and co-curricular, benefits to the living on-campus in the SE Residence Halls. Because of this conviction, Southeastern has developed a Freshmen Residency Requirement that mandates 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 30 college credit hours to reside in University Housing. College credit hours that have been earned while in high school do not count toward the 30 college credit hour limit.

**Southeastern is committed to providing resident students with the following:**

- a living experience that will enhance and compliment their collegiate experience
- the opportunity to develop the community-living skills, often with people of diverse cultures and/or backgrounds
- the opportunity to develop lifelong friendships
- an opportunity to create memories that students will cherish for a lifetime
- in a competitively priced on-campus housing program with a competitively priced meal plan program.

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

- Veteran
- Married student, living with a spouse
- Parent and primary caregiver of a child
- Residing with Parent/Guardian in their permanent place of residence, within 60 miles of campus

**Residence Hall Accommodations:**

Students living in the residence halls will enjoy the convenience of easy access to Campus resources, including faculty, staff, library, and various student activities/organizations. Residence Halls provide lounges, vending machines and laundry facilities. A typical room includes desk, chair, bed, mattress, wardrobe and a dresser per student. All utilities (water, heat/air, electric, etc.) and high speed internet service (via SE University WiFi) are included with all rooms. Most rooms in Choctaw, Chickasaw and North Halls are traditional double occupancy with a shared bathroom (no more than 4 people share a bathroom). There are a limited number of private rooms in these halls. Shearer Hall rooms are all private rooms, in a 4BR with 2 bath or 2BR with 2 bath, apartment-style suite (no in-suite stove/oven). Students will be required to select one of the various meal plans offered through Dining Services.

**Please contact Residence Life, 580-745-2948, for additional information about the Freshmen Residency Requirement.**

## SOUTHEASTERN OKLAHOMA STATE UNIVERSITY FRESHMEN RESIDENCY REQUIREMENT

All unmarried, freshmen, under the age of 20 who have completed fewer than 30 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 (2 Academic Semesters) under a contractual room and board plan as long as space is available. College credit hours that have been earned while in high school (concurrent) do not count toward the 30 college credit hour limit.

Exceptions may be granted by the Office of Housing & Residence Life. 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 should anticipate a significant process time for requests and especially appeals that are received after these dates.)

**Exceptions** can be made for one of the following reasons:

- Being 20 years of age or older
- Being married
- Living with parent/guardian, in their permanent place of residence, within 60 miles of campus.
- Being a veteran
- Being a parent and primary caretaker of a child

### **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/Guardian:	Completed Commuter Parent/Guardian Verification Statement. This form must be signed by the parent/guardian and the student and must be notarized.

### **Submitted Housing Contracts**

Submitted Housing Contracts will remain in effect until/unless a student is released from the Freshmen Residency Requirement, and Release from the Residency Requirement does not automatically cancel a submitted Housing contract. If a student submits a Housing Contract and is subsequently released from the Freshmen Residency Requirement, the student will need to cancel the contract *after* they have been released from the Freshmen Residency Requirement, and all Housing Contract Terms & Conditions cancelations will apply.

**Policy Violations:** 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

Research has shown that students who live in the residence halls tend to have greater personal satisfaction with their college experience and greater academic success, including a greater likelihood that they will stay in school and complete their degree. Consistent with SE's overall commitment to students and to student success, all freshman students are required to live on campus for their first two semester of college. Freshman students include any student who has not yet completed 30 credit hours. Exceptions are made for the following cases:

- Students who are 20 years or older
- Students who are/will be married or the parent/legal guardian of a child prior to the first day of classes
- Students who are taking less than 9 credit hours/semester
- Students who live at home with their parent(s) or legal guardian(s) in their permanent place of residence and within 60 miles of campus.

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 6/1 (for fall) or 11/1 (for spring) in order to ensure a timely response.** Response may take a week or longer, depending on date of submission. Students will receive written notification from the Office for 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: \_\_\_\_\_ SEID#: \_\_\_\_\_  
Last First Middle

Current address: \_\_\_\_\_  
Street City State Zip

Telephone: ( ) \_\_\_\_\_ Date of birth: \_\_\_\_\_ Credit hrs completed: \_\_\_\_\_

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 place of 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 SOSU. (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 30 or more credit hours at SOSU. (Attach a copy of your transcript.)
- I am a veteran. (Attach a copy of Department of Defense form 214, aka DD214)
- Other. (Attach an additional sheet explaining your reason for requesting an exemption.)

Anticipated address while attending SE: \_\_\_\_\_ Phone #: \_\_\_\_\_

I have read this Freshman Residency Requirement Information and Form and understand that **I am NOT automatically exempt** from SE's residency requirement. I understand that written notification will be emailed to me 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 automatically cancel my Housing Contract nor does it release me from any amount due consistent with the Terms & Conditions in the Housing Contract.**

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

Return forms and documentation to:

Housing & Residence Life Office – GDJ Student Union R, 311 - 425 W. University Blvd – Durant, Ok – 74701

For office use only: Initial Request:  Approved  Denied DRL signature \_\_\_\_\_ Date \_\_\_\_\_

DHRL Comments: \_\_\_\_\_

Appeal Outcome:  Approved  Denied Committee Chair: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

**TO BE COMPLETED BY PARENT/GUARDIAN**

I do hereby affirm that my son/daughter \_\_\_\_\_  
(Name) (Student I.D. #)

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

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_  
(Please Print)

Subscribed and sworn before me by \_\_\_\_\_ on this \_\_\_\_\_ day  
(Parent/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 & Residence Life, (580) 745-2948, for additional information about the Freshmen Residency Program.