

**APPLICATION FOR EXEMPTION FROM HOUSING REQUIREMENT**

**BASED ON FINANCIAL HARDSHIP**

Institutional and national research suggests that students who live on campus are significantly more inclined to remain in college and achieve high GPAs in comparison to students living off campus. In support of the mission of King University, all students under the age of 23 are required to live on campus. A limited number of exemptions to this policy may be granted by the Commuter Exemption Committee. Students who have not been granted an exemption will be required to move into a residence hall and will be billed the full semester housing charges.

**Please return all documentation to:**

King University Residence Life Office, 1350 King College Road, Bristol, TN, 37620

Phone: (423) 652-4743; fax: (423) 652-4891; email: housing@king.edu

***Exemption Application Deadlines:***

Fall Semester – March 31

Spring Semester – October 31

All Petitions must be initiated by the student to the Residence Life Office at housing@king.edu. Parents or other involved persons may provide letters of support and written documentation, but these items will not initiate the petition process. The only exceptions made outside of the deadlines are for emergent situations.

Students requesting exemption from the residency policy should be aware that their ability to secure less expensive off-campus housing is NOT, in and of itself, valid demonstration that a financial hardship exists.

Required Documentation:

* Financial hardship worksheet
* Estimated off campus housing expenses
* Letter of support from Parent/Guardian with signature
* Must have completed a *Professional Judgement Request Form*, which can be obtained in the Financial Aid Office

Optional Documentation:

* Documents supporting reason for financial hardship

**Student Financial Statement Worksheet**

If you are appealing for release from the Residential Policy because of financial hardship beyond your control, you must complete this form in addition to completing the Commuter Application on the Student Portal. Written documentation supporting the claim of financial hardship and proof of a lower priced anticipated alternate housing arrangement are also required. **DO NOT SIGN ANY TYPE OF LEASE OR AGREEMENT PRIOR TO SECURING RELEASE FROM YOUR CAMPUS HOUSING OBLIGATION.**

The Appeal Committee may request additional written documentation. If you are unable to document a severe financial hardship beyond your control and anticipated alternate housing (including rent, utilities, deposits, etc.) that is lower in cost than the lowest campus housing rental space, your appeal will automatically be denied.

\_\_\_\_ Yes, I have completed a Personal Judgement Form and spoken with Financial Aid.

**Please print or type:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campus Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

KU ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Academic Classification: \_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_

**This student Financial Statement Covers the Following Terms (s) – Check all that Apply:**

Fall \_\_\_\_\_\_\_\_\_ Spring \_\_\_\_\_\_\_\_\_\_\_\_

If your family’s income has changed dramatically compared to what is shown on last year’s income tax return or FAFSA, please explain here:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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If I have to reside on campus, our family finances will be negatively affected in the following way:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Budget Comparisons: You must complete this section for your appeal to be considered.**

**Anticipated monthly expenses/resources for the following term(s).**

 **Check all that apply: \_\_\_\_\_\_\_ Fall \_\_\_\_\_\_\_\_ Spring**

**NOTE: These estimates are for one person.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expenses**  | **Off Campus**  | **On Campus**  | **Resources**  |  |
| **Tuition/Fees** | **$**  | **$** | **From Parents**  | **$**  |
| **Books/Supplies** | **$**  | **$**  | **Employment Income**  | **$**  |
| **Rent (\*)** | **$** | **$**607 | **Checking Account**  | **$**  |
| **Utility Deposits (\*)** | **$** | **$** Included  | **Savings Account**  | **$**  |
| **Security Deposits (\*)** | **$** | **$** Included  | **Certs. of Deposits**  | **$**  |
| **Electricity/Gas (\*)** | **$** | **$** Included  | **Stocks/Bonds**  | **$**  |
| **Water (\*)** | **$** | **$**  Included  | **Social Security**  | **$**  |
| **Laundry (\*)** | **$**  | **$** Included  | **Private Scholarships**  | **$**  |
| **Cable (\*)** | **$**  | **$** Included  | **Pell Grants**  | **$**  |
| **Internet (\*)** | **$** | **$** Included  | **Other Grants**  | **$**  |
| **Cell Phone Service** | **$**  | **$**  | **V.A. Benefits**  | **$**  |
| **Food** | **$** | **$**601 | **KU Scholarships**  | **$**  |
| **Travel** | **$**  | **$** Included | **Guaranteed Student Loans**  | **$**  |
| **Personal** | **$**  | **$** | **Plus Loans**  | **$** |
| **Other Expenses (Describe Below)** | **$**  | **$**  | **Other Loans**  | **$**  |
|  |  |  | **Other Resources (Describe Below)**  |  |
|  |  |  |  |  |
| **TOTAL:**  |  |  | **TOTAL:**  |  |

Description of Other Expenses/Resources: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(\*) Cost for off-campus living will vary according to the student. As an estimate, the following is projected for sharing the monthly costs between two people: Rent ($550), Electricity/Gas ($150), Water ($40), Food ($400), Internet ($60) totaling $1,200 or higher. Monthly cost for on-campus housing is $1,208. Other costs for living off campus that will need to be factored in include utility deposits ($100) rental security deposits ($350), etc.

**I certify that the information on this request is complete and accurate. Furnishing false information to the University with intent to deceive is in violation of the Student Conduct Code and is subject to disciplinary action as well as rejection of the petition.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Student Date