Completed applications with supporting documentation should be returned to the Residence Life Office in Perry Campus Center by 5pm on Friday March 18, 2016. Completing this form does not constitute automatic approval to live off campus. Residence Life will contact you regarding your housing status within 48 hours after a complete application form is received. Should more documentation be needed than supplied we will contact you.

If you have questions please contact the Residence Life Office at doanehousing@doane.edu or 402.826.6721.

Please select the one exemption you are applying for to live off campus:

___ Commuter: Students who live exclusively at home with their parent(s) or legal guardian(s) within 40 miles of Doane qualify for this exemption. Students must meet the following criteria in order to be approved for this exemption:
permanent address and local address must match
A notarized family exemption form must be included with your application
Proof of address: This could be a utility bill or legal document proving the parent(s) or legal guardian(s) reside in the residence.

___ Academic: Students who have successfully completed 90 credit hours or more by the end of the spring semester are eligible for this exemption. This information will be verified through the Registrar.

___ Student Teacher: Students enrolled to student teach are permitted to live in the community to which they are assigned for the time of that assignment. Students teaching fall semester are expected to return to campus in the spring unless they meet another exemption. Students teaching in Crete are expected to live on campus.

Student Teach Location: ___________________________

___ Married Student/Dependent Child: Married students and/or students who have a dependent child(ren) qualify for this exemption. Please include a copy of your marriage certificate or child's birth certificate with this application in order to expedite the process.

___ Extenuating Circumstances: Applications that do not fit any of the standard criteria are assessed on an individual basis. Please review the back of this document for further instructions regarding additional exemption criteria.
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In support of the mission and ideals of Doane, all students are required to live on campus unless they qualify for an approved exemption. Doane recognizes that students may have personal circumstances which warrant an exception to this policy, and appeals for such special cases will be reviewed individually by the Vice President for Student Affairs. Examples of such cases may include (but are not limited to) past military service; a health concern that cannot be accommodated in the on-campus facility; or students who have demonstrated a significant previous period of living independently. Financial hardship will only be considered in dire circumstances, but will not typically be an approved off-campus exception. You may be asked to provide additional documentation for your appeal request.

By signing below, you certify that all information provided in and with this form is accurate and true to the best of your knowledge. I understand if my application is approved, falsifying information could lead to additional charges including on campus housing, meal plan, and/or fine.

________________________________________  ______________________________
Signature   Date

Appeals for extenuating circumstances
Please print information clearly and legibly.