

Alma College Residency Requirement Policy Statement

Alma College is a residential college committed to the social, personal, and intellectual development of students. To this end, Alma College has constructed residence halls and purchased small housing units, and apartments to create a reasonable variety of housing options.

Residence halls are intended to provide an environment which encourages academic progress, promotes positive interpersonal contacts, and increases personal and social responsibility and effectiveness. The Residence Life staff is available to provide program leadership, advice of a personal and academic nature, and to help maintain standards of decorum and behavior necessary for an atmosphere conducive to academic achievement. The College requires students to live in residence halls or small housing units throughout their period of attendance at Alma College.

We recognize, however, that there are sometimes needs for exception to our residency requirement. To make decisions for special exceptions and keeping in mind the needs of individual students at the College, we will review and make decisions on petitions of students desiring an exception to the residency requirement. We will always seek to match expressed student needs with those housing arrangements on campus before granting any exceptions other than those listed below.

Students are strongly cautioned against signing any type of leasing agreement until they are approved by the Committee to secure Off Campus living. If a student signs a lease and has not been approved to reside off campus, the College reserves the right to charge them for a double room and default dining plan. In general, these forms will be reviewed no more frequently than once a month. If you do not hear within 30 days from the time you turn in this form please contact the Residence Life Office to check on your status.

Students who do not complete the housing process to either register for on campus housing or receive a residency exemption will receive a bill for the standard double room rate and the college's default dining plan on July 15 for fall semester or November 15 for winter semester; students in this situation will not receive an on-campus housing assignment or be considered for a residency exemption until the appropriate process is completed through the residence life office.

Exceptions

Exceptions will be considered and granted with appropriate documentation when the student is:

- a. Married (a copy of the marriage certificate must be attached to this application)
- b. Parenting (proof of parent/guardianship must be attached to this application)
- c. A veteran (must provide proof of service letter)
- d. Living with parents or guardian within 25 miles of the Alma College campus (parent/guardian confirmation form must be attached to this application. This form can be found here: <https://www.alma.edu/live/files/3778-parentalverificationpdf>)
- e. Enrolled in eight or fewer credits (as verified by our Registrar's Office)

- f. Age 23 or older before September 1 for the fall semester or before January 1 for the winter semester
- g. Has completed eight or more semesters of college study (semester is defined as a Fall or Winter semester at Alma College, or the equivalent at another institution). Spring and summer terms are not included. (as verified by our Registrar's Office)
- h. Studying abroad or is part of an off-campus study program (as verified by Off-Campus Studies)
- i. Student teaching more than 25 miles from Alma (as verified by the Education Department)
- j. Transfer student (admitted for fall 2023 or later).

B. Financial Aid

Living off campus will reduce your financial aid package by a set amount that is determined each academic year. The reduction for the 2023-2024 academic year will be \$6,564 (\$3,282 if living off-campus only one term). Financial aid is not impacted during spring term.

C. Scholarships

All students receiving Full-tuition scholarships, Tuition Exchange (domestic and international) and/or Alma College National Merit Scholarship are required to live in College owned housing for each of their four years on campus unless one of the above exceptions is granted.

Transfer students approved to live off campus will lose their \$2,000 per year residency scholarship in addition to the financial aid reduction listed above.

D. Appeal of Decisions

If a student is denied exception to the residency requirement and feels they have additional information that needs to be considered, they should submit that information in writing to the Director of Residence Life/Assistant Vice President for Student Engagement within one week after the decision is sent. The Director of Residence Life will review the appeal and either

- a. Re-submit the application for review of new information, or
- b. Refer the appeal to the Vice President for Student Affairs.

The decision on the appeal will be sent to the student via email and will be considered final.

E. Accommodation Requests

Students who need accommodations due to a disability, medical condition, religion, gender, or other reason should contact Academic Support and Disability Services, located in the Center for Student Opportunity: <https://www.alma.edu/academics/support/center->

[for-student-opportunity/disability-support-services.php](https://www.alma.edu/for-student-opportunity/disability-support-services.php).

F. Address Information

Off-Campus students are required to report their correct local address and telephone number at the time of registration and to report any change of address thereafter. Failure to notify the College of a change of address within five working days after the change becomes effective will be considered a falsification of College records and subject to disciplinary action. Change of address can be made by emailing residencelife@alma.edu.

My signature below indicates I have read and understand that living off campus will reduce my financial aid package by \$6,564 for the 2023-2024 academic year (\$3,282 if living off campus for only one term). I also understand that if I am applying for a term other than the 2023-2024 academic year, the financial aid reduction will be different. Falsification of information on this application is considered a violation of Alma College policy and judicial action may be taken.