IMPORTANT: PLEASE READ CAREFULLY

INDIANA WESLEYAN UNIVERSITY

CAMPUS HOUSING EXEMPTION INFORMATION

When freshman, sophomores or juniors under 23 years of age, at the start of the fall semester, do not live at home because of distance or choice, the University, since its inception, **required them to live on campus**. This is firmly founded on our experience that a crucial developmental element in college students education is being a part of the blessings and challenges of an intentional and designed community. The maturity and growth that occurs in these important years are critical to the overall mission of the University in providing for the future success of our graduates. At Indiana Wesleyan, we take this developmental responsibility very seriously.

Consequently, the University policy for housing is as follows: "All single students must live in University supervised housing unless they are a senior, 23 years of age, or living with parents or guardians".

The exemption process was developed by Residence Life, and approved by the Board of Trustees, to aid students and families who experience financial or personal crisis (loss of employment, death in family of primary financial provide, loss from catastrophic emergency etc.) who could not continue in college without an opportunity to save on housing cost by moving in with a faculty member, nearby relative, or senior off campus. Consequently, the criteria considered for living off campus must be financial or personal distress of the magnitude that would clearly jeopardize continued enrollment at IWU.

If the above is your reason for applying for an exemption, please sign below and obtain the proper form from the Student Development Office to continue the process. If it is not, your request **will** be denied. Please do not continue the process out of fairness for the time and effort of many individuals who would need to write letters of support or investigate financial ramifications.

Students that are granted off campus housing exemption are responsible to uphold all of the Behavioral Expectations and University Policies. Violation of stated expectations may result in immediate loss of exemption privilege. This includes any arrest that occurs off campus.

I have carefully read this information sheet, I meet the criteria, and wish to proceed in the exemption process.

_____ _____

Printed Name Date

_____

Signature

Indiana Wesleyan University
Housing Exemption Application

Applying for: Fall____ Spring____ of_____

In order to be considered for a housing exemption, you must complete and return this form along with the following:

- Letter of personal biography including detailed reasons for exemption proposal.
- Letter from your parent/guardian supporting your exemption.
- Letter from a mentor, or other appropriate source, addressing your responsibility, commitment to live by IWU standards, and any other qualities making off campus living a good fit.
- Documentation from the Financial Aid Office detailing how off-campus housing will affect your finances. (see below)

Your application will only be considered upon the receipt of this material.

Date:_____ ID#_____

Applicant's Name _____Birth date _____ # credit hours earned _____

Present Address _____ Telephone No. (____) _____
Street and Number

_____
City State Zip

Parent/ Guardian Name: _____

Parent/ Guardian address if different from your own: _____
Street number

Telephone No. (___) _____

_____
City state zip

Planned class load for first semester _____ second semester _____

Address where you would live _____
Street Number

Telephone No. (___) _____ _____
City State Zip

Cell No. (_____) _____

With whom would you room? _____ Age _____

Where would you board? _____
Street Number

Telephone No. (___) _____ _____
City state zip

Are you employed? _____ if so, where? _____

References (academic, advisor, professor, Resident Director, etc.):

Name _____ Title _____

Address _____Telephone No. (__) _____
Street and Number City zip

Name _____ Title _____

Address _____Telephone No. (__) _____
Street and Number City zip

Name _____ Title _____

Address _____Telephone No. (__) _____
Street and Number City zip

If the basis for your housing exemption request is financial, you must talk to Financial Aid, who will send us a recommendation on your behalf.

(For Office Use Only)

Approved by the Housing Exemption Committee_____ Date _____

Indiana Wesleyan University
Budget Report

Many students believe it is less expensive to live and eat off campus than on campus. There are times when this is true, especially when one considers you are not paying for food preparation labor or is a third party in not charging for room board etc. However, in an effort to avoid the automatic belief that it is always less expensive to reside off campus, the following budget sheet has been developed to help reveal true hidden costs, and more accurately assess each request on a case by case basis:

Please carefully and honestly complete the following:

Landlord Name: _____

Address: _____

_____

Phone #: _____

Travel Expenses

What is the distance of the apartment from campus? _____ miles

multiply by .42 x miles: _____

multiply this figure by 2: _____

multiply this figure by 220 and enter for grand total fuel expenses (number of days classes are in session)

Grand Total Fuel Expense $ _____

Room Expenses:

Rental Deposit ..... $ _____

Utility Deposits:

Water/sewage $_____

Natural Gas $_____

Electricity $_____

Renters Insurance $_____

Your actual monthly cost of rental	$_____	x9	$_____
Monthly estimate of water/ sewage	$_____	x9	$_____
Monthly estimate for natural gas	$_____	x9	$_____
Monthly estimate for electricity	$_____	x9	$_____

Grand Total Room Expenses $_____

$_____

Your financial responsibility of this Grand Total

Set up Costs:

Actual furniture cost anticipated			$_____
Telephone/ internet activation/instillation			$_____
Monthly telephone/ internet access charge:	$_____	x9	$_____
Cable TV activation charge:			$_____
Monthly cable access charge:	$_____	x9	$_____
Additional monthly transportation costs Beyond going to and from campus daily (grocery shopping, meals out etc.)	$_____	x9	$_____
Grand Total Meal/ Set- up Cost			$_____

ENTER GRAND TOTALS

Travel	$_____
Room	$_____
Set Up costs	$_____
Meals	$_____

TOTAL EXPENSES TO LIVE OFF CAMPUS
(add totals of travel/room/set-up/meals) $_____

Expenses to reside on campus:

Board and full meal plan	$_____
Board and Partial meal plan	$_____
Less financial aid (if any)	$_____

TOTAL EXPENSES TO LIVE ON CAMPUS $_____

TOAL COST SAVINGS OF LIVING OFF-CAMPUS $_____

The amounts and calculations given above are honest and true to the best of my ability.

_____ _____
Signature **Date**

Indiana Wesleyan University
Housing Exemption Application
Financial Aid Documentation

(to be filled out with Financial Aid Counselor)

In an attempt to keep our students informed about their scholarship and loan eligibility, the student development office asks students who move off campus between semesters to provide financial aid information, documenting how their financial aid will be affected by residing off campus. Please submit the below information for your application to be complete.

Student Name _____ **ID#**_____

Have you applied for financial aid? _____

Do you qualify for financial aid? _____

Are you receiving the maximum Guaranteed Student Loan? _____

What is your EFC (Estimated Family Contribution)? _____

After review, how is your financial aid affected by living off campus?

_____

_____

_____

Financial Aid Counselor Signature _____

Please attach any Documentation from the Financial Aid Office detailing how off-campus housing will affect your finances.