

HOUSING AND DINING LIVE-ON REQUIREMENTS

DSU Policy No. 516.001

DSU Policy Manual: <http://www.dickinsonstate.edu/policymanual>

DSU Forms: <http://www.dickinsonstate.edu/forms>

Reference Documents: Dickinson State University Student Handbook

Effective fall 2017, all students with 59 credits or less are required to live within DSU provided housing, and purchase a board plan.

Exemption Policy and Process

Students with 59 credits or less who meet at least one of the following criteria may seek consideration for an exemption from the housing policy. To seek an exemption, students must submit a completed exemption housing appeal request form.

Exemptions to the live-on requirement may be considered for the following reasons:

- Student is married and living with spouse.
- Student has dependents under the age of 18 who live in the home with the student.
- Student is 21 or older prior to the start of classes for the year in which they are enrolling. Students who turn 21 in the fall semester may appeal to live off campus for the spring semester.
- Students under the age of 21, living with parent(s) and/or legal guardian, and within 25 miles of the DSU-Dickinson campus.
- Student has a disability which DSU is unable to reasonably accommodate within DSU provided Housing & Dining.

Any request for exemption must be submitted electronically through the housing appeal request available online through the Housing & Dining website, and must be submitted and received no later than August 1 for the fall semester/January 1, except for disability related requests.

Supporting and clear documentation for such a request must be included with the appeal. The Housing Appeal Committee will review officially received requests for exemptions on a weekly basis, and will provide a written response to each request within 5 business days of each meeting. The Housing Appeal Committee will review requests to determine if one or more of the exemption criteria is met.

If a student wishes to appeal the decision of the Housing Appeal Committee, the students must submit additional documentation which provides new information demonstrating how the students meets one or more of the exemptions. The second appeal must be submitted within 5

43 business days of the receipt of the denial by the Housing Appeal Committee. The second appeal
44 must be submitted in writing to the Executive Director of Student Services (EDSS), include a
45 summary of why the student believes the Housing Appeal Committee decision should be
46 overturned, and include additional documentation. The EDSS will review officially received
47 second level appeals on a weekly basis, and will respond within 5 business days of each review.
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49 A third level of appeal exists if the student believes the Housing Committee or the EDSS did not
50 follow the above stated process. The third appeal must be submitted in writing to the Office of
51 the Vice President for Student Affairs & Enrollment Management within 5 business days of
52 receipt of the denial of appeal from the EDSS. These appeals will be reviewed within 5 business
53 days of receipt, and a response will be provided within 5 business days of the review. The
54 decision from the Office of the VPSAEM is final.
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56 In most cases, exceptions to this policy will not be made. Students who meet the housing
57 requirement who fail to comply with this policy, will be charged fees associated with room and
58 board. Exceptions will not be made based on financial need. Students should consider all aspects
59 of financial responsibility when finalizing their decision to attend Dickinson State University,
60 this includes those issues related to room and board.
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63 **Policy History**

64 Non-substantive edits 08/2016

65 Revised/Approved by the President's Cabinet 05/16

66 Non-substantive edits 05/15

67 Approved/Adopted by the President's Cabinet 04/15

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