



Off Campus Residency Verification Form

Office of Housing and Residential Education

The purpose of this form is to verify that students who are required by policy to reside on campus are meeting the criteria to live off-campus.

Reinhardt University requires all first-year students to live on campus. Students receiving 50% or more of their tuition expenses directly from Reinhardt Institutional Aid are required to reside on campus.

To be exempt from living on campus, students must meet one of the following criteria:

- Living with parents (verification required);
- Married or living with children (verification required);
- 24 years of age or older (verification required)

Name (print)

Student ID Number

Home Address, City, State, Zip

Telephone/Contact Number

Check each exemption that applies and provide the requested documentation prior to submitting this to the office of Residence Life for verification and authorization.

	Exemption	Additional Signatures	Official Use Only
—	I live with my parents/legal guardians. Provide a copy of the students and parent/legal guardian's photo identification to verify permanent residence. (ex: Driver's License)	_____ Parent/Legal Guardian Signature	_____ Residence Life Signature
—	I am married or a single parent with dependent child(ren) residing with me. Provide a copy of the legal marriage certificate or birth certificate of the dependent child(ren).	None	_____ Residence Life Signature
—	I am over 24 years old. Provide a copy of your driver's license.	None	_____ Residence Life Signature
—	Exemption by request Provide a written request outlining any special circumstances that warrant an exemption. Include supporting documentation	None	_____ Residence Life Signature

My signature indicates the truth and accuracy of the information provided to meet the approved criteria. I understand that falsification of this document could result in loss of financial aid or possible charges for room and board.

Student Signature

Date