**RESIDENTIAL, COMMUTER & OFF CAMPUS LIVING**

*The following information is outlined to provide a distinction between 3 categories of undergraduate student living classifications: Residential, Commuter, and Off Campus. Also outlined below is the process for Off Campus approval.*

**Introduction:**

Among the many distinctives of Messiah University is the opportunity to live and learn as a member of our vibrant residential campus community. We provide exceptional on-campus living-learning programs, professional educators and trained Resident Assistants who live in campus residences, and quality facilities for first-year and upperclass students. Because of the significant investment we make into our campus programming and facilities, we require all single, full-time (12-credit hours per semester), undergraduate students under the age of 23 to live on campus. On-campus housing is guaranteed for the duration of undergraduate course enrollment and it is expected that qualified students will live on campus. The only exception to this requirement is for students who fall outside these parameters and/or live locally with family.

**Residency Requirement:**

Students are expected to fulfill the residency requirement as outlined in the Student Handbook ([*https://www.messiah.edu/info/20852/student\_handbook*](https://www.messiah.edu/info/20852/student_handbook)*)* under the subtitle “Residency Requirement,” which reads,

 RESIDENCY REQUIREMENT: *All single, full-time students under the age of 23 are required to live on campus unless one of the commuter criteria applies. Minor students who are at least 17 years of age may be approved to live on campus. Students aged 24 or older are not allowed to live on campus. Requests for an age-related exception can be made to the Assistant Director of Housing.*

**Off Campus Housing Approval:**

Students who seek an exception to the residency requirement must be able to communicate a distinct need to have this requirement waived. Needs are financial primarily, but may have a component of relational complications.

To request an exception to the Residency Requirement, student must complete the form linked here:

<https://www.messiah.edu/forms/form/292/en/residency_requirement_appeal>

Requests will be considered by the Associate Dean of Students and the Assistant Director of Housing, with the consultation of the Financial Aid Office to verify the student’s financial need. If a student is approved to live off campus through this process, the Assistant Director of Housing will communicate directly with them.

Since this request and approval should take place before the student has confirmed housing for the coming semester, the Housing Office will contact students for their address in the two weeks leading into the new semester.

**Students who wish to commute must do the following:**

* Sign the commuter housing contract in the Nest ([www.messiah.edu/theNest](http://www.messiah.edu/theNest)). While filling out the form, each student will be asked to:
	+ List their commuting address
	+ List a family member’s name (who they will be living with)
	+ List that family member’s phone number
	+ Select that they have read and agree to the contract
* At the beginning of each semester, the Assistant Director of Housing will verify these locations are within the 50-mile commuter radius of the campus.
* The Housing Office may call family members to verify the accuracy of the information provided. The hope will be for the Housing Office to call students who switched to be a commuter within their most recent semester who had previously lived on campus.

Students who circumvent the Off-Campus Housing or Commuter Student process (e.g. living at an address different from what was submitted or approved) will be subject to student disciplinary action and will be subject to loss of status among other sanctions.