SAN DIEGO STATE UNIVERSITY OFFICE OF HOUSING ADMINISTRATION

LIVE ON REQUIREMENT EXEMPTION REQUEST FORM

Please type or print legibly

Name		Red ID	Red ID	
Address				
Home Phone		Cell Phone		
Email				
Please indicate your exemption document.	status below. For mor	re information, please refer to the seco	ond page of this	
Married and/or Legally De	pendent Children	Limited Credit Stud	ent	
Medical/Disability Circum	stances	Financial Hardship		
Age 21 or Older		Other	Other	
later than 30 days prior to the In Intent to Enroll deadline, the excone exemption request submissi that applies to you. Students will be notified of the expectation of the exemption of the ex	tent to Enroll date for emption request must on is allowed. Please exemption request dec heir exemption reque	nust be submitted to the Office of Ho normally admitted students. For stud- be made prior to occupancy or first d select and provide supporting docum cision via both USPS mail and their es st denied will have 14 days from the	lents admitted after the ay of enrollment. Only entation for each status mail provided in	
Educational Rights and Privacy	Act (FERPA) form in	Requirement Exemption Request form your WebPortal under Privacy Settin Office of Housing Administration at	ngs. For questions	
I hereby certify that all informat	ion provided is true a	nd correct.		
Signature		Date		
	Off	ice Use Only		
Date Received:	30	Date Received:		
Documentation Provided: Yes	No	Documentation Provided: Y	ves No	
Exemption Granted: Yes	No	Exemption Granted:	Yes No	
OHA Signature	Date	LERC Signature	Date	

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EXEMPTION CRITERIA AND REQUIRED DOCUMENTATION

- Married/Domestic Partnership and/or with Legally Dependent Children Copy of the marriage certificate, domestic partnership agreement and/or child's birth certificate and proof of child custody are required.
- ♦ Limited Credit Student Students carrying six (6) credit hours or less per semester for the entire academic year may be granted an exemption. If seven (7) credit hours or more per semester are attempted during subsequent semesters or during a subsequent semester during the academic year in which the student received the exemption, the student will be required to live in university housing. Documentation is necessary in each case.
- ♦ *Medical and Disability Circumstances* Exemption requests for medical or disability reasons must be submitted as early as possible with required documentation to the Student Ability Success Center office (SASC). SASC will notify the Office of Housing Administration of their recommendation.
- *Financial Hardship* Documentation is required that indicates a reasonable expectation that a school loan submitted by student and/or parent will be denied (e.g., recent bankruptcy filing or bank foreclosure documentation). Events must have taken place in the current tax year.
- ♦ Age 21 or Older Students who are first-time freshmen and are 21 years old or older may be granted an exemption.
- *Other* In a very limited number of cases, where it can be conclusively demonstrated that special circumstances exist which would create a substantial personal hardship. Documentation of the special circumstances will be required. Personal statements are not acceptable documentation.