



West Virginia Wesleyan College
Office of Campus Life
59 College Ave, Buckhannon, WV 26201

Verification Form for Commuter Status

West Virginia Wesleyan College (WVWC) is a residential institution and features residence hall education focusing on student learning and personal development as part of its distinct academic mission. **Therefore, students are required to live on campus unless a student will be living at home (or with an acceptable family member; parent, grandparent, legal guardian (no exceptions) within a 30 mile driving radius from campus.)**

If a student wishes to apply for commuter status, this form must be completed in its entirety and in the presence of a WVWC Notary Public. This form must be resubmitted yearly for approval. If Commuter Status is granted and a student's residency changes during the Academic Year, the student must resubmit this Verification Form with the updated information.

This form does not guarantee that Commuter Status will be granted.

If a student is approved for off-campus living status, the student's financial aid award package will be reassessed. Because students living off campus pay reduced direct costs to the College, there will be a \$2,000 reduction in institutional gift aid.

Area to be completed by Parent / Guardian and Student Student ID# _____
Must be completed in the presence of a WVWC Notary Public

Student's Name: _____
Student's Address of residency _____
during the 2017-2018 Academic Year: _____

Student will be residing with:
Parent / Guardian Name: _____ Relationship to Student: _____
Phone number of Parent/Guardian _____

I hereby confirm that the above information is true and will remain the same for the 2017-2018 Academic Year.

Student's Signature: _____ Date: _____
Parent / Guardian's Signature: _____ Date: _____

Area to be completed by WVWC Notary Public

State of West Virginia, County of _____
The foregoing instrument was acknowledged before me this on this date: _____
My commission expires: _____ Notary Public's Signature: _____
Notary's Official Seal:

WVWC Notary Public:

Alisa Lively-Office of Campus Life	Linda Hicks- CCE	Alice Teets- Library	Carol Bowman- Library
Leah Morehead- Education Dept.	Molly Patterson- Erickson Alumni Center	Pamela Weaver- Erickson Alumni Center	Justin Haney- Christopher Hall



Office of Campus Life Residency Exemption Application

Residency (Residence Hall) Requirement and Other Obligations: Due by June 1st each year

- Residency Requirement (as stated in Student Handbook): West Virginia Wesleyan College (WVWC) is a residential institution and features residence hall education focusing on student learning and personal development as part of its distinct academic mission. Therefore, students are required to live on campus unless an exception is approved by the Office of Campus Life. Residence Hall Agreements are for the entire academic year (August through May).
- Applications for an exception to the residence requirement for continuing students must be submitted to the Office of Campus Life. Leases or other living arrangements should not be confirmed until exceptions are verified in writing from the Office of Campus Life.

Reason for Exemption (Please check the exemption being requested)

- Non-Traditional Age** – Student reaching age 23 **prior** to the beginning of the fall semester.
- Married** – Student must submit a copy of his/her marriage license.
- Fifth Year Seniors**- Verification by the Registrar's Office is required.
- Graduate Student** –Verification by the Registrar's Office is required. This does not apply to the first four years of the five year MBA Program.
- Living At Home**- Students are required to live on campus unless they are living at home (acceptable family members: parent, grandparent, legal guardian) within a 30 mile radius from campus. Please see reverse side for Verification Form.
- Medical Release**- Student and Physician must complete the *Special Needs Based Housing Request Forms*. These forms are available in the Office of Campus Life.
- Single Parent**-Student must submit a copy of child's birth certificate.

Student Information (Please Print)

Name: _____ Student ID #: _____ Date: _____

Permanent Address: _____

Primary Phone Number: _____

Office Use

Supporting paperwork completed and submitted: Yes No

Application Was: Approved Denied

Comments:

(OCL) Staff Completing Form: _____ Date: _____

Signature