

## University Housing Residency Requirement

Living on the University of Tennessee campus is an invaluable experience, providing a community where you can live, learn, and create lifelong memories. University Housing offers living options to best suit personality and living needs, providing varied environments for students to achieve their goals while at the University of Tennessee.

Students who call University Housing their home experience several benefits including:

- o Greater involvement in the UT community
- o Additional opportunities to develop essential leadership skills
- o Increased contact with faculty members and students
- o Increased graduation rate
- o Improved GPA

University Housing believes that living on campus can have a significant impact and we are committed to the programs and services that enhance student success. **To ensure the quality of the first year experience, the University of Tennessee requires all First-Year students to live on campus.**

University Housing is excited to welcome you to our campus and we invite you to explore our website to find out more about our residence halls, our friendly staff and the beautiful campus we call home.

The Residency Requirement Exemption process is intended to allow local students to live at home with their parent(s) or legal guardian(s), or to accommodate students with extenuating circumstances. This packet includes all the forms and details that you will need to request your housing exemption. Please be advised that this request does not guarantee exemption approval and supporting documentation is required for an exemption request to be considered. Your address will be verified through the University Registrar's office, and should additional documentation be needed, University Housing will contact the student.

**Contact Us:**  
University Housing  
2107 Andy Holt Avenue  
Knoxville, TN 37996  
P: 865-974-3411  
E: [housing@utk.edu](mailto:housing@utk.edu)

## Residency Requirement Exemption

### University of Tennessee Policy

*All freshman students are required to live on campus unless they are living with their parent or legal guardian and are commuting to class. Single students wanting to apply for assignment to a residence hall may obtain information and assistance from the Department of University Housing.*  
Hilltopics, Student Support Services and Programs, 2013-2014

Exemption from the Residency Requirement may be granted to students who meet one or more of the following:

1. Primary residence is that of parent(s) or guardian(s), located within 50 miles of the University of Tennessee, Knoxville campus. NOTE: Commuter exemptions are NOT granted to students wishing to reside with any other relative. In the event that the student moves from the parent(s)/guardian(s) address, the student must notify University Housing immediately.
  - a. Copy of 2 proofs of residency, including copies of utility bills, rent/mortgage contract, current bank statement, current paycheck/paystub, current automobile/life/health insurance policy, driver's license, voter registration or W2 must be provided to University Housing to be considered.
2. Demonstrate approved extenuating circumstances:
  - a. Medical condition that prohibits the students from residing on campus. Student must work with the Office of Disability Services and provide detailed medical documentation to verify the situation.
  - b. Student is married. Must provide copy of court-certified marriage certificate. NOTE: A church-issued marriage certificate will not be accepted.
  - c. Student is a parent with primary childrearing responsibilities. A copy of the official birth certificate for child(ren) or court ordered custody documentation must be provided.
  - d. Students who have reached the age of 21 prior to the first day of class. University Housing will verify date of birth with the Office for Undergraduate Admissions.
  - e. Student is military personnel with one or more years of full-time active duty. A copy of the DD214 must be provided for verification.

Upon receipt, all exemption applications will be reviewed by the designated official of University Housing. Approval or denial of the Residency Requirement Exemption Request will be provided through the student's UT issued email account. If a student's request is denied, the student has 5 business days to submit an appeal in writing to the Associate Director for Administrative Services. Instructions for appeal will be included in email correspondence with the student.

Non-exempt first year students not residing on campus will be considered in violation of University Policy and may be referred to the appropriate department or the Office of Student Conduct & Community Standards for further action.

Presentation of falsified information may be referred to the appropriate department or to the Office of Student Conduct & Community Standards for further action.

## Residency Requirement Exemption Request Form

Please print and return with required documentation

SEND TO: Department of University Housing  
Attn: Assignments Office  
2107 Andy Holt Avenue  
Knoxville, TN 37996-0241

\_\_\_\_\_  
Please Print Student's Full Name

\_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
Parent/Guardian Phone

### Residency Requirement Exemption Reason (please select one)

- Medical condition. **Student must include supporting documentation.**
- Married. **Student must provide supporting documentation.**
- Custody of child(ren). **Student must provide supporting documentation.**
- Military personnel. **Student must provide supporting documentation.**
- Is 21 years of age or older.

or

- Commuter Exemption: student will reside with parent(s) or legal guardian(s) at permanent residence within 50 miles from the University of Tennessee, Knoxville campus.  
**Student must include supporting documentation.**

This is to certify that I will be residing at the primary residence of my parent(s) or legal guardian and commuting to school for the \_\_\_\_\_ academic year. I understand that if I do not reside at my home address during this time I am required to reside in university housing.

I certify that the information I provide is true and accurate. I fully understand that disciplinary action will be taken through the Office of Student Conduct & Community Standards if I falsify information.

I will reside at the following address:

\_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date