

Application to Waive the Residency Requirement

Housing Policy

St. Louis College of Pharmacy requires all new undergraduate students to live on campus during their freshman, sophomore, and junior years. Living on campus is a great way to get involved and experience all the College has to offer.

Here are some of the many perks of on-campus living:

- **Higher satisfaction and GPAs:** According to the American Council on Education, students who live on campus are more satisfied with their college experience and earn higher GPAs.
- **Convenience:** In less than five minutes, students can be anywhere on campus—classes, cafeteria, library, bookstore, friends' rooms, and campus offices.
- **Cost:** Everything is included when students live on campus, including electricity, internet, cable, food, and a supportive staff that will assist students at any time. Students will save money by not having to commute.
- **Connection:** Living on campus will give students an opportunity to better connect with the campus community and build relationships.
- **Support:** Living on campus offers students the emotional, social, and academic support needed to succeed. Ten trained peer resident assistants, faculty, staff, professional counselors, and administrators are available and close by.

Exemptions

We encourage students to experience life at STLCOP by living on campus. However, we realize there are occasionally extenuating circumstances where students wish to apply to waive the residency requirement. In order for the student to be exempt from the residency policy at least one of the following criteria must meet:

1. Commuting from the parent/legal guardian's permanent residence within a reasonable distance from the College
2. Financial Hardship
3. Medical Reason
4. Religious Reason
5. Married or have custodial care for dependent children
6. A veteran with at least two years of active military duty
7. 21 years of age or older requesting to live in upperclassmen housing

Residents are released from this residency requirement only after receiving written approval from Toni McMurphy, Vice President of Culture and Campus Life.

Deadlines for Residency Requirement Exemption submission for the full academic year is July 1 and for the spring semester is December 1. Applications will be reviewed and final decisions will be made within 15 business days once the application is received.

Please return completed application to Toni McMurphy, Vice President of Culture and Campus Life, 4588 Parkview Place, St. Louis, MO 63110, or email a scanned copy of the application and supporting documentation to her assistant, Maria Simkeviciute, at Maria.Simkeviciute@stlcop.edu.

Resident students should not make other living arrangements, or enter into any purchase, lease, or rental agreement with a third party realtor or lessee, until they receive approval to waive the residency requirement. Having entered into such an agreement is not grounds for a residency exemption.

Application to Waive the Residency Requirement

Today's Date: _____ Student ID #: _____

Full Name: _____ Cellphone #: _____

Current Age: _____ Date of Birth: _____

Class Status for 2017-18 Academic Year: [] Freshman [] Sophomore [] Junior

Semester applying to be released from campus housing: [] Fall & Spring [] Spring

Email Address: _____

Permanent Address:

_____ Address 1:

_____ Address 2:

_____ City State ZIP

Requested Exemption:

- Commuting from Parent/Legal guardian's permanent residence within reasonable distance.** Complete the enclosed Parent/Guardian Release form (Page #3), include printed specific directions with the total number of miles between the college and the permanent residence.
- Financial Hardship.** Make an appointment with the Director of Financial Aid to obtain a Financial Aid Evaluation and complete Financial Hardship Form (Page 5). Please note that financial hardship is defined as your 2017-18 FAFSA-calculated Expected Family Contribution (EFC) is significantly lower than your 2016-17 EFC. Complete Parent/Guardian Release (Page 4), if student is not 21 years old.
- Medical Reason.** Submit explanation/supportive documentation regarding medical condition. Complete Parent/Guardian Release (Page 4), if student is not 21 years old.
- Religious Reason.** Submit explanation. Complete Parent/Guardian Release (Page 4), if student is not 21 years old.
- Married, or have custodial care for dependent children.** Submit marriage or birth certificate(s).
- A veteran with at least two years of active military duty.** Submit military record.
- 21 years of age or older requesting to live in upperclassmen housing.** Students may be exempted from residing in the Freshman/Sophomore hall and instead reside in the upperclassmen residence hall.

Application to Waive the Residency Requirement Parent/Guardian Release

Dear Parent/Guardian:

St. Louis College of Pharmacy requires all new undergraduate students to live on campus for two years unless certain criteria for exemption are met. One of these criteria is if the student is commuting from the permanent residence of his/her parent(s) or legal guardian.

By signing this agreement, you certify that your student will be commuting from your permanent residence, which is a reasonable distance from St. Louis College of Pharmacy. If you should relocate outside of reasonable commuting distance, your student will be required to move into on-campus housing unless he/she is exempted from the College's residency requirement by one of the other approved criteria.

Students who are found to be in a residential circumstance other than what was approved will be required to move back in with their parent or guardian, assume on-campus residency at the beginning of the next semester, or be assessed room charges each semester in the that point the student is authorized to leave campus housing base on one of the other exemption criteria.

Please return this form to Toni McMurphy, Vice President of Culture and Campus Life, by emailing a scanned copy to her assistant maria.simkeviciute@stlcop.edu, or mail it to:

4588 Parkview Place
St. Louis, MO 63110-1088

Today's Date: _____ **Phone:** _____

Permanent Address: _____

Address 1:

Address 2:

City

State

ZIP

Student: _____

Signature: _____

Parent/Guardian: _____

Signature: _____

Application to Waive the Residency Requirement Parent/Guardian Release for Financial Hardship, Medical or Religious Reasons

Dear Parent/Guardian:

St. Louis College of Pharmacy requires all new undergraduate students to live on campus for three years unless certain criteria for exemption are met. By signing this agreement, you acknowledge that your student is requesting to waive the residency requirement under one of the following exemption criteria:

- Financial Hardship
- Medical Reason
- Religious Reason

Please return this form to Toni McMurphy, Vice President of Culture and Campus Life, by emailing a scanned copy to her assistant maria.simkeviciute@stlcop.edu, or mail it to:

4588 Parkview Place
St. Louis, MO 63110-1088

Today's Date: _____ Phone: _____

Permanent Address: _____

Address 1:

Address 2:

City

State

ZIP

Student: _____

Signature: _____

Parent/Guardian: _____

Signature: _____

Application to Waive the Residency Requirement Financial Hardship

If you are requesting a waiver of the residency requirement based on financial hardship, you will need to contact the Office of Financial Aid at 314.367.8700 ext. 4001, to schedule an appointment for a financial aid evaluation. Please note that financial hardship is defined as your 2017-18 FAFSA-calculated Expected Family Contribution (EFC) is significantly lower than your 2016-17 EFC. Bring the application, this financial hardship form, a letter of explanation, and supporting documentation for your claim to your appointment.

The Director of Financial Aid will complete and sign this form as part of your financial aid evaluation and will submit the application to waive the residency requirement to the appropriate committee for consideration.

St. Louis College of Pharmacy calculates the student financial aid package based on an on-campus and an off-campus budget. Therefore, a student's place of residence, either on- or off-campus, may impact the institutional award amounts and the maximum amount of financial aid eligibility cited in the original financial aid award.

(To be completed by the Director of Financial Aid)

Documents Requested:

- Letter of explanation
- Supporting documentation for dramatic change in financial circumstances
- Documentation accounting for off-campus housing costs (rent, utilities, parking, food, etc.) that are more affordable than on-campus housing.

Supporting Documents Included:

Financial Aid Hardship:

- Substantiated
- Unsubstantiated

Director of Financial Aid Signature

Date

Office Use Only:

Residency Waiver: **Approved / Denied**

Toni McMurphy
Vice President of Culture and Campus Life
St. Louis College of Pharmacy

Date

Student (or Parent/Legal Guardian) Informed: **Yes / No**

Date

Additional Comments:
