



Housing and Residence Life

Credit Exemption Request

The Residence Hall Policy and Procedures and The Student Affairs Handbook states that all students living in the residence halls must be actively pursuing a full-time class load. Full-time status for graduate students is 9 or more credits; full-time status for undergraduate students is 12 or more credits. Exemption to this policy must be approved in advance by the Director of Housing and Residential Life. Please complete this form and return to the Office of Housing and Residential Life for approval.

Name _____ ID # _____

Residence Hall Address _____

Please list the number of credits you are taking and the classes you are enrolled in:

Please list below the specific reason (s) why you are unable to maintain a full-time status:
