Department of Housing
Residency Waiver Request Form

Name ___________________________ SID # __________________ Date _____________
Email ___________________________ Current Phone ______________ Birthdate __________
Hall and Room _____________________________ Check one: ☐ Returning Student ☐ New Student

Requesting Exemption Starting Which Term: 2021-22 ☐ Fall ☐ Winter ☐ Spring

Living in a residence hall is an important factor in the process of both social and academic growth. Pacific University considers residence hall community living as one of the most valuable learning experiences of a student’s educational career, therefore, Pacific requires student under 20 years of age as of the official Fall move-in date to live in a University residence hall.

The Residency Options Committee reviews requests five times per year (2nd Tuesday of January, March, June, July, August, and December) and grants exceptions only when extenuating circumstances are deemed unusual for a college student. When a student has signed a housing contract and has checked-in to housing and wants to be released from their housing contract, they must demonstrate an extreme circumstance for wanting to break the housing contract.

Applicants must be deposited Pacific University students. The form must be received no later than noon the day before the committee meets. The committee’s decision will be e-mailed with 5 business days of the decision.

Please check one reason below for requesting a residency waiver:
☐ I am married or domestically partnered, or will be on ________. REQUIRES a copy of the marriage or domestic partnership license.
☐ I have a dependent child. REQUIRES a copy of the child’s birth certificate.
☐ I plan to live with an IMMEDIATE FAMILY MEMBER (must be a sibling, parent or legal guardian with an address within 20 miles of Pacific University). The Residence Options Committee uses Google Maps to calculate the mileage between the immediate family member’s address and Pacific University 2043 College Way, Forest Grove, Oregon. The shortest distance displayed is used. REQUIRES a copy of the immediate family member’s Oregon driver’s license, which matches the address below and it MUST BE ATTACHED to the request upon submission. Note: this is NOT an option during the Housing Contract period.

Family Member’s Name ___________________________ Relationship to you ___________________________
Address ______________________________________________________________________________
City ___________________________ State ______________ Zip __________________

☐ I have other extenuating circumstances (must illustrate hardship, exceptional financial need, etc), REQUIRES a typewritten letter and supportive document(s) if applicable.
☐ I have contacted the Housing Office and meet the requirements to buyout my contract and have been given details on the cost.

Under penalty of falsification of Pacific University records, I believe the information provided is correct to the best of my knowledge. I understand that if this exemption is approved I relinquish all university housing rights beginning the semester noted above. I am aware that I can learn more about this process on the Housing website. (www.pacificu.edu/life-at-pacific/housing-dining/housing/important-information/residency-requirements-waiver)

Student Signature ___________________________ Date __________________

Residency Options Committee Chair Use Only
☐ APPROVED ☐ DENIED Signed ___________________________ Date ______________

Residency Option Committee Chair