On-Campus Living Requirement Policy
FOR HOUSING AUGUST 24, 2020 THROUGH MAY 6, 2021

The University of Nebraska at Kearney in accordance with the Board of Regents require all full-time students under the age of nineteen (19) on the first day of the fall semester to live on campus for one academic year. If a student is starting in the spring semester, the requirement for on-campus housing applies to the student’s age as of the first day of the fall semester.

The on-campus housing requirement serves important educational and developmental purposes. Students prosper in stable living environments that are close to academic resources and organized student activities that promote social interaction and exposure to new and diverse life experiences and that afford supervision, counseling, and other assistance as may be needed. On-campus living provides unparalleled opportunities for multi-dimensional student development and personal growth for a young adult working to meet their educational goals. UNK’s own data has shown that students who live on campus during their freshman year are more likely to persist at the University.

An exemption to the On-Campus Living Requirement Policy may be submitted for one of the following reasons. Documentation is required with the completed - On Campus Living - Exemption Application.

- **Residency:** The student is residing with a parent/legal guardian at their principal address while attending the University of Nebraska at Kearney for the 2020-2021 academic year. The student will commute to all classes at UNK from this address as an occupant living with their parent/guardian. The principal address is located in one of the approved towns based on zip code, which are located approximately thirty miles from the UNK campus.

  Provide documentation to fulfill Section I & II requirements; Section III if applicable.

**Section I: Proof of Identity of Parent or Legal Guardian - Provide one**

- Driver’s license – must be valid, with current address showing principal residence listing a town on the approved zip code list. If a current driver’s license is provided, only one additional proof of address from Section II is required.
- Passport – must be current. Two additional documents with proof of address in Section II are required.
- Government issued photo identification – if the address is not listed on identification, then two additional documents with proof of address in Section II are required.

**Section II: Proof of Address of Parent or Legal Guardian - Provide one. Two forms required if Driver’s License not provided.**

- Valid Nebraska vehicle registration
- Current Nebraska voter registration card
- Federal, state, or local government document, issued within the last 90 days
- Valid real estate tax statement or receipt
If Applicable – Section III: Proof of Guardianship – Provide one

If the student’s last name is different than the legal parent/guardian they will be living with – OR – if the parent/guardian’s address they are residing at is different than the student’s permanent address on file as listed in MyBLUE, the student must provide one of the following:

a. Birth certificate with official stamp/seal
b. Legal guardianship documentation, court issued

Approved Zip Codes for ‘Residency’: If the parent/guardian of the student’s principal residence is not one of the zip codes listed, the application for ‘Residency’ will be denied.

- AMHERST 68812
- HOLDREGE 68949
- ODESSA 68861
- ATLANTA 68923
- KEARNEY 68845
- OVERTON 68863
- AXTELL 68924
- KEARNEY 68847
- PLEASANTON 68866
- ELM CREEK 68836
- KEARNEY 68848
- RAVENNA 68869
- FUNK 68940
- KEARNEY 68849
- RIVERDALE 68870
- GIBBON 68840
- LOOMIS 68956
- SHELTON 68876
- HAZARD 68844
- LOOMIS 68958
- SUMNER 68878
- HEARTWELL 68945
- MILLER 68858
- WILCOX 68982
- HILDRETH 68947
- MINDEN 68959
- WOOD RIVER 68883

- Married Student: A state issued certificate of marriage.
- Student is a Parent: The student is pregnant or expecting a baby or is the parent or legal custodial guardian of a child. A certified birth certificate or a doctor’s note confirming the pregnancy is required. If the student is the father that is requesting exemption, documentation establishing paternity is required with the application.
- Designated Off-Campus Housing: The student will live in the CSF off-campus facility in Kearney that approximates the educational advantages of residence hall living. A letter from CSF confirming your housing for the academic year is required with the application.
- Special Circumstance: To request a Special Circumstances exemption for a reason other than those noted, the student must submit the attached form with a DETAILED information summary explaining their circumstances for review. Additional time for this request is required for review. Approval of a housing exemption is not guaranteed. NOTE: Requests for residing off-campus for financial savings is not a valid reason for a financial hardship.
  - Financial Hardship - Students requesting a special circumstance exemption/termination from the campus housing requirement based upon financial hardship must provide documented evidence of extreme financial need. Examples of documentation include but are not limited to recent parent/guardian full-time employment termination, evidence of extreme hardship, ie: death of a primary income provider, denial of Federal Parent Plus loan, medical expenses exceeding insurance maximum coverage, etc.
On-Campus Living - Exemption Application Review

The student should not complete a Residence Hall Contract until notified of the decision regarding the status of the submitted exemption. Residence Life will notify the student in an email response to the student and parent provided email addresses if the Exemption Application is approved, pending review for additional documentation, or denied. If the student has signed a housing contract, refer to the Housing Terms and Conditions for cancellation deadlines and applicable fees that may apply. Approval of an exemption does not negate the housing contract cancellation terms and May 31st cancellation deadline. Email a housing contract cancellation request to housing@unk.edu and provide name, NUID, phone number, and reason for cancellation.

If the student chooses to live off campus as a full-time student under the age of 19 as of the first day of class in the fall semester, room and board charges for the academic year (or Spring term if a Spring admit) will be assessed to the student’s account. This applies if the On-Campus Living - Exemption Application is denied, the process is not complete, or additional requested documentation is not provided.

The University carefully reviews each request and accompanying documentation. Additional documentation may be required.

**Deadline for submission:** The On-Campus Living – Exemption Application must be turned in with accompanying documentation at least two weeks prior to your summer New Student Enrollment day. If you are starting enrollment in the Spring term and were not 19 on the first day of class of the fall semester (academic year start date), the Exemption Application must be submitted by December 1st prior to the start of spring semester. If the Exemption Application is not submitted by the deadline, a hold is placed on the student account and they will not be able to register for classes until the housing contract or the exemption process is complete.

Return the completed On-Campus Living - Exemption Application with accompanying documentation by email or in person to:
Office of Residence Life, 2615 11th Ave – Conrad Hall, Kearney, NE 68849
Phone: 308.865.8519 | Fax: 308.865.8714 | housing@unk.edu