

**University of Dubuque Office of Residence Life**  
**Housing Residency Appeal Form for 2024-2025**

Residence Unit contracts are for the Fall and Spring semesters of the academic year. All full-time undergraduate students having earned **less than 90 academic credits** at the end of the preceding Spring semester or the start of their UD academic career are required to live in University of Dubuque housing units in the upcoming academic year; unless students meet one of the exemption criteria (see Residency Policy) or successfully appeal to the Housing Appeal Committee. If you do not meet one of the exemption criteria and would like to appeal to be exempt from the Housing Residency requirement, please complete this form. **Do not complete this form if you meet one of the exemption criteria (complete the Residency Exemption Application) or if you will be at or above 90 earned academic credits at the end of the preceding Spring semester or the start of your academic career**

**NOTE:** We strongly discourage students from signing an off-campus lease until this process has been completed and you have received written notice that your Residency Exemption Application or Housing Residency Appeal is approved. If done prior to this, you are not released from the requirement to live on campus and remain responsible for your assigned UD housing room and board (meal plan).

<b>Student Information</b> <i>(Please Print Clearly):</i>	Today's Date: _____
Name: _____	Student ID #: _____
Cell Phone #: _____ - _____ - _____	
Current housing: _____	
Permanent Home Address: _____	
City: _____	State: _____ Zip: _____
I am appealing to be released from the Residency Policy for the academic term(s):	
<input type="checkbox"/> Fall Semester of 2024 <input type="checkbox"/> Spring Semester of 2025	
Number of Credits Already Earned (start of spring term): _____	
Current Credit Enrollment (spring term): _____	
Total credits earned (end of spring term): _____ (do not complete this form if at or above 90 credits)	

Please note that students falling within the terms of the Residency Policy who have not been provided written notification of an approved exemption or successful appeal will be assigned campus housing and held accountable for related room and board (meal plan) costs.

**If your appeal is APPROVED to be released from the Residency Policy requirement**, you will be required to re-apply each academic year for an exemption until you have reached the 90 credit requirement. Please note that a UD housing contract is for the Fall and Spring academic sessions, and once a contract is signed it is binding for the entire academic year.

*Initial here indicating you understand this paragraph:* \_\_\_\_\_

**If your appeal is NOT APPROVED to be released from the Residency Policy requirement**, you will be required to pay 100% of your assigned room and board (meal plan) fees.

*Initial here indicating you understand this paragraph:* \_\_\_\_\_

