Kentucky Wesleyan College

Policy & Procedure Manual

**Housing Policy**

**Approval**: President

**Policy Type**: College

**Policy Owner**: Vice President of Student Life

**Responsible Office**: Student Life Students must be enrolled in the appropriate Kentucky Wesleyan College term to be eligible for on-campus residency. During semester breaks, students must be registered for the upcoming semester and paid in full to be eligible for on-campus residency.

**Revision History**

**Approval Date**: 2/5/16

**Modified**: 3/12/2019; 3/30/2021

**Next Review**: 2024

1. **Purpose**   
   1. Kentucky Wesleyan College values developing the whole student. This means great emphasis is placed not only on academic success, but also on a student’s successful engagement into campus life. The College recognizes the opportunities for learning from others, developing social and interpersonal skills, and personal growth are enhanced by residing on campus. Residence Life’s goal is to create an environment that provides the foundation for the academic, social, and personal development of every residential student.
   2. Residence Hall programming and living develops various skills that add value to the academic education Wesleyan students receive. This helps separate our students from the rest as they transition from school to careers and their new lives post college. With this in mind, we have set our housing policy to reflect this commitment.
2. **Scope**
   1. This policy applies to all KWC students with the exception of “online only” students.
3. **Policy (Effective Fall 2022)**  
   1. All full-time, unmarried students under the age of 21 are required to live in the residence halls and participate in a residential dining plan. Exceptions to this policy may be granted under the following conditions by the Director of Residence Life or the Dean of Students:

* Students who have achieved a cumulative grade point average of 2.5 after completing 6 full-time college semesters (at least 90 credit hours); OR
* Students who will reach the age of 21 prior to September 1 of the academic year with a cumulative grade point average of 2.5; OR
* Students who are classified as independent (as defined by the most recently filed tax return), married, or support a dependent over 50%; OR
* Students who reside in one of our designated “commuter counties” (KY – Daviess, Hancock, Henderson, Mclean, Ohio; IN – Spencer, Warrick) or within 30 miles of campus as long as they are living with their parent(s) or legal guardian(s) at their permanent billing address.
  1. All full-time Kentucky Wesleyan College students who receive 75% or more of their tuition/mandatory fees in institutional aid are required to live on-campus with the exception of students meeting housing exemption #4. Institutional aid is defined as: unrestricted, restricted, academic, athletic, talent and endowed scholarships.

1. 1. It is understood that the housing contract includes both the fall and spring semesters, except for students who graduate in December or no longer attend Kentucky Wesleyan College. Students entering during the spring semester will only be under contract for that semester.
   2. Application to Live Off-Campus  
      1. Kentucky Wesleyan College reserves the right to consider each request to live off-campus on a case-by-case basis, and to request and receive any and all documentation deemed necessary to verify the information submitted with the request. Students are advised not to enter into any off campus lease or rental agreement before the College makes its determination with regard to the student’s request. Students who sign a lease without being released from campus housing will be responsible for the room charge and their off-campus rent.
      2. All requests to live off-campus must be made to the Office of Student Services by 5pm on June 30th. Once given permission to live off campus, re-application is not necessary so long as the conditions for which the student was approved are met. Decisions will be made periodically throughout the Spring and Summer. Decisions are generally made one week prior to room selection, last day of classes, end of May, and second week of July. Students will be notified via their campus email address. Decisions are for the entirety of the following academic year.
      3. Any student on academic probation, may be asked to move into College housing and continue living in College housing until probation is lifted.
      4. Students who officially terminate their housing contract from the residence hall at any time during the academic year and subsequently continue full-time enrollment will forfeit their housing deposit and be assessed a $1,000 contract termination fee. The fee will be assessed to the student’s bill.
   3. Violation of Housing Policy  
      1. Students are required to verify their housing status each semester by signing a housing affidavit in the Student Services office. If a student is found in violation of the housing policy they will be charged room and board for each semester the policy has been violated in addition to losing their right to live off campus in future semesters.

* 1. Summer Housing for New Students (Effective August 1, 2008)  
     1. Due to liability concerns, prospective students, defined as students not enrolled during the previous spring semester or the current summer semester, shall not be eligible for summer housing. Only new students who are required to report early for preseason conditioning will be allowed to move to campus before the official opening date. All residential students must submit a housing form and their $100 housing deposit prior to checking in to their residence hall. New summer and fall students who enroll in an on-campus summer course are eligible to live on-campus.
  2. Students Must Be Enrolled for On-Campus Residency  
     1. Students must be enrolled in the appropriate Kentucky Wesleyan College term to be eligible for on-campus residency. During semester breaks, students must be registered for the upcoming semester and paid in full to be eligible for on-campus residency.

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