



Williston State College Residence Life First-year Campus Living Requirement

Rationale Supporting Our Policy

The mission of the Residence Life Department is to enhance the collegiate experience by providing exceptional housing and dining services and programs. As a campus community, we believe these programs set the foundation for student success at WSC. By living on campus, students learn and reinforce skills which foster citizenship, generate a sense of belonging, and build community.

Achieve Academic Success

Being a successful student takes time and dedication. When students live with others who are focused on attending class and studying, they are more likely to understand the effort it takes to achieve good grades. Proximity to on-campus resources can encourage the likelihood of student use. Student support services such as tutoring sessions also take place on campus.

Realize Learning Outcomes

Living on campus increases the chance that new students will achieve academic and personal success. Several studies on the effects of residence hall living have been conducted throughout the United States which demonstrate the importance of living on campus. A summary of this research (Pascarella and Terenzini, 2005) points towards the following positive effects of living in the residence halls during one's college years:

- Enhanced effort and involvement in academic, social, and extracurricular activities
- Greater personal growth and development
- Increased openness to diversity
- More involvement with other students, faculty, and the institution as a whole
- Increased satisfaction with the college experience
- Increased likelihood to persist in college and graduate

Live with People Who Care

The transition to college life can be challenging. Navigating the academic world is a new experience for first-year students. Residence hall staff members know the resources students need to be successful and how to connect with residents on a personal and academic level.

The Residence Life staff team consists of 1 Residence Hall Director, 1 Live-In Head Resident, 6 Staff Resident Assistants (RAs) and 3 Student Resident Assistants (RAs). This team builds communities, role-models appropriate behaviors, encourages faculty and staff interactions, mediates conflict, and encourages positive relationships.

Experience our Facilities

WSC has recently invested in student housing and dining services, and continues to do so through various upgrades.

Frontier Hall

Frontier Hall opened in 2011. A few of the major highlights include:

- Modern finishings
- On-site kitchenette and laundry
- Wireless internet, Cable TV, and spacious individual and group study spaces
- A large student lounge for socialization

Apartment-Style Living

Many apartment-style units have undergone full renovation, including stainless steel appliances, new flooring and include in building laundry as well as inclusion of internet, cable, and utilities.

Continual investment in security

Several new security cameras have been added to internal and external areas of all Residence Halls.

Enjoy Amenities

The residence hall room and meal plan rate includes many extras and students only need to pay one bill at the beginning of the semester. High-speed internet, cable television, electrical and water costs are all included. In-hall laundry and dining centers are centrally located and easily accessible. Meal plans vary in structure and can be used any time the dining center is open.

On-campus students enjoy campus life experience all within walking distance – academic buildings, including the Learning Commons, free access to the Williston Area Recreation Center, and sports complexes.

First-year Campus Living Requirement Policy

Beginning Fall semester 2016, all first-year students are required to live in a residence hall on campus for their first, full academic year. First-year students are defined as undergraduate students who:

Enrolled full-time (12 or more semester credits) at WSC within one year of their high school graduation or equivalent

Students are encouraged to apply for housing immediately after being admitted to WSC. A WSC student ID number will be required to apply for housing. Students will not be eligible to participate in the room assignment process until they have been officially accepted to WSC. Acceptance to WSC consists of a completed application and application fee. A complete admission to WSC requires completion of all admission file documents as well as a completed application for admission and application fee.

Exemption Explanation

All first-year students are expected to live on-campus unless they meet at least one of the criteria for exemption AND complete the exemption request process as described below.

Exemption to the live-on requirement may be considered for the following reasons:

- Residing at their primary, local residence within a 60 mile radius of campus
 - Transfer student with 24 or more transfer credits
 - Enrolled full-time (12 or more semester credits) at WSC within one year of their high school graduation or equivalent
 - Married students or students with dependents
 - Age 21+ prior to the first official day of classes for the semester in which they are enrolling
 - Enrolling in online only courses
 - Early entry admission status
 - Financial hardship
 - Medical or personal hardship
 - Special circumstance
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Exemption Process

Read the options for exemption and select the one that fits your situation.

Students requesting an exemption to the first-year living requirement must complete all required steps specific to the type of exemption request they are making. Additional documentation may be required and can be sent via email or postal mail to the address below.

Williston State College
Residence Life Office
1410 University Avenue
Williston, ND 58801
Phone: 701.774.4528
Email: wsc.housing@willistonstate.edu

All exemptions will be processed as received. In most cases, a written approval or denial will be emailed to you within 10 business days after reception of all necessary information. All exemptions must be received 30 days prior to the first official day of classes for the semester.

The decision to approve an exemption to the WSC Residence Life first-year living requirement for financial hardship, medical hardship, or special circumstances may take longer to process because of the additional documentation required.

If you have questions regarding any of the exemption information, please contact the Residence Life Office for assistance at 701.774.4528.

Decision and Appeals

Exemption applications will be reviewed by the Residence Life Review Committee.

How you will be notified

Students will be notified in writing via official college email (if a current WSC student) or by email address supplied on the exemption request if a WSC email account is not available.

Approvals

If a request for exemption is approved, applicants will receive written notification stating the reason your request was approved.

Denials

If a request for exemption is denied, applicants will receive written notification of the decision to deny, along with the reason(s) your request was denied.

Appeals

Students, whose request for exemption is denied, will have the opportunity to appeal the decision to the Vice President of Student Affairs as outlined in section VI College Student Review Committee Process/Procedures of the WSC Student Code of Conduct.

Exemption Types and Request Process

Exemption to the live-on requirement may be considered for the following reasons:

1. Residing at their primary, local residence

Undergraduate students who enroll at WSC within one year of their high school graduation (or equivalent) and who *will continue to live at the primary residence within a 60 mile radius of the WSC campus* may be exempted from the live-on requirement by submitting a request for exemption and upon address verification. The parental/guardian address listed on the application for admission to WSC will be considered the primary address. Allowances may be made for military or employment transfer with appropriate documentation.

How to request this exemption:

1. Complete the online Exemption Application Form
2. Complete the Reside with Parent/Guardian Form and send to WSC Residence Life via email or postal mail.

In most cases, completed applications will receive a written response within 10 business days.

2. Transfer student

Transfer students who have earned 24 or more transferable, post-secondary credits prior to the start of the first official day of class of the semester they are enrolling are exempt. Transferable credits earned while still in high school, including dual credit, AP, etc. will not be counted toward the total. Traditional first-year students entering with credit hours earned while in high school are still considered first-year students and are subject to the live on policy. Transfer students may also be exempted if they met comparable requirements at their previous institution and will be evaluated on a case-by-case basis. Verification will be requested and requests to live off campus from transfer students will be evaluated on a case by case basis.

How to request this exemption:

1. Official college transcripts will be requested and must be received 30 days prior to the first official day of classes for a semester
2. WSC Residence Life staff will confirm transfer student admission status and transfer credit hours with the WSC Registrar.

3. Enrolling at less than part-time status

Students who enroll at less than part-time status (less than 6 semester credits) may be exempt from the live-on requirement. Enrollment verification is required and will be monitored. Students exempted under these criteria initially, but who later enroll/add classes thereby becoming full-time students will be expected to move on campus. Students who drop below part-time status while living on campus will not be released from their housing contract.

How to request this exemption:

1. WSC Residence Life staff will audit student credit hours with the WSC Registrar on the official last day to add or drop courses for a full semester (10th calendar day of the term).

4. Married students or students with dependents

Students will be asked to submit appropriate documentation i.e. marriage certificate, dependent birth certificate or custody agreement.

How to request this exemption:

1. Complete the online Exemption Application Form
2. Submit marriage certificate, birth certificate(s), custody agreement, etc.

In most cases, completed applications will receive a written response within 10 business days.

5. Age 21+ prior to the first official day of classes for the semester in which they are enrolling**How to request this exemption:**

1. Age will be verified by WSC Residence Life staff using WSC Enrollment Services application for admission.

6. Enrolling in online only courses**How to request this exemption:**

1. WSC Residence Life staff will audit online admission status and online only course enrollment with the WSC Enrollment Services Office on the official last day to add or drop courses for a full semester (10th calendar day of the term).

7. Early entry admission status

1. WSC Residence Life staff will confirm early entry admission status with the WSC Enrollment Services Office on the official last day to add or drop courses for a full semester (10th calendar day of the term).

8. Financial hardship

Students seeking exemption under these criteria must have completed the Financial Aid application process and may be asked to provide additional documentation. The availability of less expensive housing options or living situations off campus alone is not a valid demonstration of financial hardship.

How to request this exemption:

1. Complete the online Exemption Application Form
2. Send an email or postal letter to WSC Residence Life specifying how your situation impacts your ability to live in the residence halls. Your letter should include this information:
 - Reasons why you believe your case is extraordinary
 - Why moving to another residence hall/room will not solve your situation
 - The resources you have used (both on and off campus) to help you with your current situation
 - How living off campus will solve your problem

Students requesting exemption from the first-year campus living requirement should be aware that their ability to secure less expensive off-campus housing is not, in and of itself, valid demonstration that a financial hardship exists. Additional documentation will be needed.

9. Medical condition or hardship which cannot be accommodated in available on-campus housing options

Students seeking exemption under these criteria will be asked to submit documentation describing the medical condition, treatment, and demonstrate that appropriate accommodation is not available on campus.

How to request this exemption:

1. Complete the online Exemption Application Form
2. Send an email or postal letter to WSC Residence Life specifying how your condition impacts your ability to live in the residence halls. Your letter should include this information:
 - Your specific condition
 - When your condition was diagnosed (the duration of your condition)
 - How you currently manage your condition
 - How living on campus will interfere/prevent/disrupt the treatment of your condition

9. Special circumstance

Extraordinary situation or circumstance that does not fall under other exemption criteria. Documentation will be required detailing the special circumstances and/or how the issue cannot be resolved through any other option than exemption to the live-on requirement.

Requests for exemption to the first-year campus living requirement policy should be submitted to the Director for Residence Life, in accordance with established deadlines. Exemption requests will be reviewed by the Residence Life Review Committee, which is comprised of the Director for Residence Life, the Mental Health Counselor and a Student Finance Associate. Students will be notified in writing via official college email (if a current WSC student) or by email address supplied on the exemption request if a WSC email account is not available. Students, whose request for exemption is

denied, will have the opportunity to appeal the decision to the Vice President of Student Affairs according to Section VI of the WSC Student Code of Conduct.

Providing false or misleading information in connection with a request for exemption will be grounds for disciplinary action under section IV Basic Regulations of Conduct of the WSC Student Code of Conduct. Failure to comply with the live on requirement or engaging in behaviors that would result in removal from campus housing will result in disciplinary action up to and including suspension from the college.

Students are cautioned not to make other living arrangements until they are officially exempted from the first-year campus living requirement. Having signed an off campus lease, rental agreement or having purchased a home will not qualify the student for exemption from the first-year campus living requirement.

How to request this exemption:

1. Complete the online Exemption Application Form
2. Submit an email or postal letter to WSC Residence Life with reasons why your situation is compelling or extraordinary. Your letter should include this information:
 - Explain why moving to another residence hall/room will not solve your situation
 - Describe the resources you have used to help you solve your situation
 - Explain how you believe living off campus will solve your situation.

Appeal Process

You may appeal the denial of your request by submitting a written request to the WSC Residence Life Office, Attention: Residence Life Review Committee. You can reach the Residence Life Office by phone at Phone: 701.774.4528, Email: wsc.housing@willistonstate.edu. **Your appeal must be received within 10 business days from the date of your denial notification.**

Your appeal request should consist of a written statement of why you are appealing the decision as well as any additional or new information that was not included in your original exemption request that you would like to have considered for your appeal. Specific details regarding deadlines for submitting the appeal, date of the next scheduled appeals committee meeting, etc., will be included in the denial notification.

If the Residence Life Review Committee upholds the denial of your request for exemption, you will be expected to reside in College-owned housing. A space in the residence halls will be held for you to uphold the College's responsibility to the contract.

If the Residence Life Review Committee approves your appeal, the chairperson will notify the Housing Office of the approval. You will be expected to follow proper procedures. Any required room and/or meal plan charges (if applicable) will be pro-rated based on the date that you complete your proper check out.

Providing false or misleading information in connection with a request for exemption will be grounds for disciplinary action under Section VI of the WSC Student Code of Conduct. Failure to comply with

the campus live-on requirement or engaging in behaviors that would result in removal from campus housing will result in disciplinary action up to and including suspension from the university.

Students are cautioned not to make other living arrangements until they are officially exempted from the campus live-on requirement. Having signed an off-campus lease, rental agreement, or having purchased a home will not qualify the student for exemption from the campus live-on requirement.
