
SUNY ON-CAMPUS HOUSING REQUIREMENTS & CAMPUS WAIVER PROCEDURES

SUNY BOARD OF TRUSTEES' POLICY

Every student in full-time attendance at a state-operated unit of the university, other than married students or students residing with a parent or parents, shall be required to live in a dormitory maintained and operated by such a unit or to have the permission under such provisions as may be made therefore by the Chief Administrative Officer of such unit to live off campus.

ALFRED STATE COLLEGE POLICIES & PROCEDURES

I. WAIVERS

Any full-time student who wishes to live off campus must request a waiver of the Board of Trustees' Policy. This waiver form is available from the Office of Residential Life and online. All waiver requests will be considered in accordance with the SUNY policy and the Board of Trustees' intent to maximize the educational process. If conditions on the front of this document are met, permission will be granted to reside at the Greek house stated on the front of this document.

General Eligibility:

1. Alfred State College intent of the Greek Housing Waiver allows students additional leadership opportunity with in the established organization and provide a communal living environment to enhance leadership and growth of the organization and its members.
2. Because of the intent of the Greek Housing Waiver only official, active recognized Greek members with an approved Greek waiver may reside in the house.
3. Violations of this policy will result in all existing housing waivers to be rescinded from the Greek house and students will be required to move back to campus or seek a General Housing Waiver in another off-campus location.

II. DETERMINATION OF FULL-TIME STUDENT STATUS

1. A full-time student is an individual enrolled for 12 or more credit hours (including credit hours added after registration day).
2. Students initially registered in a part-time status who add sufficient courses to attain full-time status are subject to campus housing policies unless a waiver is approved.

III. BEHAVIORAL EXPECTATIONS

1. By entering into an approved waiver status, the applicant agrees to the release to Alfred State College of any and all police records associated with the violation of local, State, or Federal laws while residing in our local communities. It should be noted that the college reserves the right to rescind this waiver in the event of serious infractions occurring at the student's place of residence.

IV. WAIVER PROCEDURE

1. Waiver processing will begin early March, or as soon as predictable thereafter for fall semester consideration. Waiver processing will begin early November, or as soon as predictable thereafter for spring semester consideration. All Greek Waivers will not be reviewed until grades are released for the semester. Please refer to the Academic Calendar for specific dates.
2. The *License for Residence* is a full academic year agreement and takes precedence over any waiver application. Interim requests for release are processed according to current campus policy.
3. At the time a housing waiver application is approved, any previous campus housing assignment is released.
4. If the reason for off-campus is not met, a detailed explanation of your reason for to live off campus may be submitted with this waiver.
5. Review: The Assistant Director of College Housing & Student Conduct or his/her designee will review all requests and with the intent of the Policy of the Board of Trustees and the stated purpose of the college policy render a decision. This decision will be given within five (5) business days, when possible. Missing documentation will delay processing. A Letter of Determination for the application will be emailed via students Alfred State email account (official form of communication).
6. A denied waiver may be appealed to the Sr. Director of Residential Services. The appeal must be in writing and address the reason(s) given for the denial of the initial request. The appeal must be sent within five (5) business days of receipt of the initial decision. A Letter of Determination for the appeal will be emailed via students Alfred State email account (official form of communication).
7. All appeals will be reviewed in accordance with the intent of the Policy of the Board of Trustees and the stated purpose of the college policy. A written decision will be given within five (5) business days, when possible.
8. **There is no appeal of the Sr. Director of Residential Service's decision.**

PHONE: 1-800-4-ALFRED OR 607-587-4371 — E-MAIL: RESLIFE@ALFREDSTATE.EDU

MANY FORMS AND PUBLICATIONS ARE AVAILABLE IN THE STUDENT LIFE SECTION AT [HTTP://WWW.ALFREDSTATE.EDU](http://www.alfredstate.edu).