Release from Hall Residency Agreement or Freshman Residency Requirement

Release from the Residence Hall’s Residency Agreement and/or Freshman Residency Requirement is not guaranteed for any reason and all releases are at the discretion of the Director of Residence Life. Please review this Release Form in its entirety for release guidelines, policy, and procedure. The Montana Board of Regents requires all students enrolled at the University of Montana to reside in campus housing until he or she has earned 30 credits. After a student has moved into the Residence Halls, release from the Hall Residency Agreement for any reason, regardless of class status, is subject to a $200 fee. Requests will not be reviewed unless all necessary documentation is attached. You may return your form to the Residence Life Office at 101 Turner Hall Missoula, MT 59801 or Fax (406) 243-2344.

Student Name: ________________________________ ID: 790 __________________________________
Email: ______________________________________ Contact Number: ____________________________
Building & Room (if applicable): ____________________________________________________________

Please Check reason for Requesting Release and attach required documentation:

All requests require the following attached documentation:

- Signed statement from student explaining reason for either
  - Release from hall residency agreement
  - Release from 30+ credit freshman residency requirement
- Signed statement from parent or guardian supporting decision to live off campus or parent signature on student’s statement (Freshmen only)

- Medical condition
  - Medical documentation from long-term or diagnosing physician describing living arrangements needed
- Live with family member (Parent/guardian, grandparent, aunt/uncle or sibling)
  - Signed statement from family member
- Unforeseen financial circumstances (Conduct-related or academic loss of financial aid may not qualify)
  - Proof of unforeseen financial hardship
- Live in Greek Housing Please include house name: ____________________________________________
- Assigned to interim housing and have found another living arrangement
- Other reasons/extenuating circumstances (brief description) ____________________________________

By signing this document I certify that I understand and agree to the following statements:

- All information provided is true and accurate to the best of my knowledge. Submission of false information could subject me to disciplinary action by the University of Montana and will result in all Residence Hall fees being reassessed.
- Despite providing all necessary documentation, release from housing is solely at the discretion of the Director of Residence Life and is not guaranteed. If my request is denied, I will be responsible for all housing charges.
- If released from the Residency Agreement, I will be charged a prorated amount for time of occupancy plus a $200 fee.
- If released mid-semester from the Residence Halls, I may not be entitled to a refund for my meal plan.

___________________________________________________________ ____________________________
(Signature) (Date)

For Office Use Only – Do Not Write Below This Line

Date Received: __________________________ Student Notification Date: ______________________
- Approved Cancellation Fee: ____________________________
- Denied Reason: ______________________________________