Policy Statement
The Bowling Green State University Board of Trustees has set a requirement for two years of residency in University housing unless one or more of the exemption criteria are met or the student has an approved housing appeal. The On-Campus Housing and Dining Agreement establishes the terms and conditions of occupancy in the University residences between the room occupant and Bowling Green State University. All residents are expected to review and understand the obligations outlined in this agreement. Once a student completed the housing sign-up process, they have accepted the terms and conditions of the On-Campus Housing and Dining Agreement for the entire academic year (August-May). In rare circumstances, the Office of Residence Life grants requests to release students from the On-Campus Housing and Dining Agreement.

Conditions which exempt a student from the On-Campus Housing and Dining Agreement without having to complete a Residential Verification form
• The Student will be 23 years of age as of start of term;
• The Student will complete four semesters of on-campus residency as of start of term;
• The Student will attain junior level status as of start of term.

Conditions which exempt a student which require completion of a Residential Verification form (click here to access form)
• The Student will be commuting daily from the permanent home address of their parent(s) or legal guardian(s) within a 50-mile radius of BGSU;
• The Student is married (proof of marriage required);
• The Student is a parent with custodial care responsibilities (proof of custodial care required);
• The Student will fulfill one of the requirements to be considered an independent student (as determined by the Office of Financial Aid) as of start of term;
• The Student will complete 30 months of consecutive military service as of start of term.

Conditions which MAY exempt a student which require filing a Housing Appeal
There are three types of appeals that will be considered for exemption from the On-Campus Housing and Dining Agreement: medical/disability, financial hardship, and personal. In each case, students will be asked to provide extensive documentation and rational supporting their request.

Medical/Disability: When students believe they are unable to fulfill their On-Campus Housing and Dining Agreement due to a disability or medical condition, they may pursue being released from their On-Campus Housing and Dining Agreement. Federal law defines a disability as a “physical or mental impairment that substantially limits one or more major life activities.” If, after receiving complete documentation from a student’s physician, it is determined that the Office of Residence Life and the Office of Accessibility Services cannot accommodate a student’s disability with on-campus housing, s/he will be released from the On-Campus Housing and Dining Agreement.

Financial Hardship: When students believe they are unable to fulfill their On-Campus Housing and Dining Agreement due to a significant change in their own or their parent(s) or legal guardian(s) financial situation, they may pursue a release from the On-Campus Housing and Dining Agreement. It is the obligation of the student to quantify how the change in their financial situation is beyond their control and severe enough to prevent them from meeting their financial obligations to Bowling Green State University.

Personal: When students believe they are unable to fulfill their On-Campus Housing and Dining Agreement due to other extenuating circumstances beyond their control, they may pursue being released from their On-Campus Housing and Dining Agreement.

Housing Appeal Procedure
1) Submit an initial appeal form located here. (add link)
2) Type a specific statement identifying what has changed in your situation.
3) Complete and return any additional documentation required for your specific type of appeal to the appropriate office. This documentation will be emailed to your BGSU email address and will come in the form of a PDF file. If additional documentation in not received within 30 days, the appeal will become inactive.
4) Students will be notified in writing, via their BGSU email, of the outcome of their appeal. Please note that this process can take up to 4 weeks.

If appeals are granted, the student will be held to the forfeiture schedule posted in the Housing and Dining Agreement.