

Off Campus Housing Policy

Northwest University is intentionally residential. We believe living on campus provides a meaningful compliment to the classroom experience and shapes our learning community in ways that encourage holistic development. We believe in the value of community living and breaking bread as a profoundly Christian practice. Therefore, traditional undergraduate students are required to live on campus during their time at Northwest University.

Traditional students must meet at least one of the following criteria in order to qualify to live off-campus (commute) while attending Northwest University:

- Living at home with parent(s)*;
- 23 years old or older on the first day of fall semester;
- Be 21 years old AND have junior status (60 semester credits earned) on the first day of fall semester;
- Married;
- Parent or legal guardian to a child;
- Employed where room and board are provided*.

*Verification by parent(s) or employer is required. Off-campus residence must be within a 35-mile drive to campus in order to receive approval.

All commuter students must complete an Off Campus Application. Those that do not meet the qualifications may still petition to live off-campus by completing the Application and completing a Residence Life and Housing Appeal Form. The petition should include all relevant information for the Residence Life and Housing Office to thoroughly consider the request.

Commuter students are still required to abide by all policies and standards of conduct in the Community Handbook. Students are responsible for providing updated and accurate off-campus housing information to the Housing Office. Students who provide false or misleading information may be subject to disciplinary action through the student conduct process, which could jeopardize standing at the University. Students may not share housing with someone of the opposite sex who is not a spouse or relative.

Application process:

- **In order to be considered**, Off Campus Applications must be received prior to August 1st for the Fall semester and by December 1st for the Spring semester. Applications received after these dates may not be considered.

- **Applications must be approved before off-campus commuter status is granted.** The Director of Residence Life and Housing along with other Housing Personnel manages all Off Campus Applications. Communication regarding approval status are emailed to your NU email account.
- **Applications do not need to be submitted every year.** Students only need to submit an application and be approved once – they do not need to re-apply every year (unless a student’s status has changed); however it is the commuter’s responsibility to provide current and updated address information to the Student Development office by emailing housing@northwestu.edu as necessary. If a student is denied from year to year, they would need to resubmit an application until approved.
- **Appeals are a separate process and can be submitted online for the Housing Appeal Board to review.** Appeals should highlight resident’s circumstance and unavoidable reason for noncompliance to the policy. Include evidence and other pertinent details to help garner an informed decision. The Res Life and Housing Appeal can be found on the Housing website; the Housing Appeal Board members include members of the Residence Life and Housing Professional Staff. If your application is denied, you have the option of choosing an on-campus location.
- **Students who do NOT have a housing application on file (or an approved Off Campus Application) while attending the university will be subject to a \$100 fee and may be required to move on campus immediately.**
- **Falsifying information on your Off Campus Application will void it.**