

Freshman Residency Policy Appeal Process

Macon State's commitment to residential education requires that the Office of Residence Life provide housing for all first-year students.

Freshman students (30 hours or less completed) who wish to request an exemption from this policy for Fall 2011 should submit a written request to the Office of Residence Life no later than June 1, 2012. Appeals received after that date will not receive full consideration.

Readmits/transfer students should submit a written appeal within two weeks from the date of their re/admission.

Since it is our belief that participation in student housing promotes student safety and wellbeing and provides educational benefits in community living, small-group relationships, and meaningful connections to faculty, staff, and fellow students.

****Please note that appeals are rarely granted and all freshman students should plan to live on campus.**

Appeals must include the following information:

- Name
- 9-digit ID number or SSN
- PO Box number / Current mailing address
- Narrative explaining the rationale for why you are requesting to be exempt from the housing requirement. If no explanation is included, the appeal will be considered incomplete and returned to you.

If your appeal is to live with your immediate family or a spouse, please include:

- The mailing address for the location at which you will be residing;
- The name of the parent/guardian with whom you are living OR a copy of the marriage certificate;
- A letter supporting the request from your parent/guardian.

Steps in Appeal Process

1. Student submits appeal to:

Macon State College

Attn: Office of Residence Life

100 College Station Dr.

Macon, GA. 31206

2. Appeal is reviewed by the Residence Life Appeals Committee.
3. Student is notified of results of the appeal within 14 days of receipt of the application.
4. If appeal is granted, no further action is needed by the student. In the event appeal is denied, the student will have 14 days in which to submit residence life application materials.

Questions regarding the appeal process may be directed to: residencelife@maconstate.edu