

## SUNY Potsdam Housing Policy (New & Transfer Students) - SUNY Potsdam's Residency Requirement

The State University guidelines pertaining to campus residency mandate that "every student in full-time attendance at a state operated unit of the University shall be required to either live in a residence hall maintained by such unit or to have permission under such provisions as made thereof by the Director of Residence Life of such unit to live off campus.

The Housing License is binding for the full academic year, both fall and spring semesters. SUNY Potsdam values the educational experience offered to students living in our Residence Halls. Therefore, all full-time students are required to live on campus unless they apply and are approved for one of the following reasons.

1. Student lives with their parent(s) or legal guardian(s) at their official residence (domicile).  
Domiciles shall be defined by the rules pertaining to official residence in the Office of the College Registrar. Domiciles need to be located within 60 miles of SUNY Potsdam (must submit Notarized Verification of Residence form).
2. Have dependent children living with them (must provide name, age, proof of guardianship, child's birth certificate).
3. Student is married (must provide marriage license).
4. Student is twenty-one (21) years of age prior to August 1 for fall admission or January 1 for spring admission.
5. Student is a Veteran (will verify with Campus Veteran Support Services).
6. Entered SUNY Potsdam as a first-time student and have lived on campus for four (4) consecutive semesters (Only full Fall and Spring semesters count towards the total).
7. Entered SUNY Potsdam as a transfer student meeting any of the following requirements:
  - a. Lived on campus at a previous college for three (3) or more semesters (must provide occupancy proof from previous college).
  - b. Lived on campus for two (2) or more semesters at SUNY Potsdam.
  - c. Have been awarded an associate's degree from an accredited college/university or hold at least 57 post high school college credits from an accredited college/university (will verify with campus registrar).
8. Students taking a complete online courseload.
  - a. Students enrolled in a fully online major/program at SUNY Potsdam, who are not enrolled in any in person classes.
  - b. Students who can work with individual instructors to indicate full online attendance in all registered in person classes (each student will be directed on what proof to provide from instructors).

\*\*\* Release Requests for students who have participated in a housing process to live on campus must be submitted prior to August 1<sup>st</sup> for the fall semester or January 1<sup>st</sup> for the spring semester. Requests submitted after the above dates will only be considered for the next semester. Release Requests for students assigned to live in a Townhouse or Lehman Apartment will not be considered.