

## SECTION J: STUDENT HOUSING REQUIREMENTS

### 1. Student Housing Information

- a. University Student Housing (USH) is located on the west side of the Wiggins Complex next to the Hospitality Services.
- b. USH contact information: Phone: (806) 742-2661, Email: [housing@ttu.edu](mailto:housing@ttu.edu), Website: [housing.ttu.edu](http://housing.ttu.edu).
- c. Hospitality Service contact information: Phone: (806) 742- 1360, Email: [hospitality@ttu.edu](mailto:hospitality@ttu.edu), Website: [hospitality.ttu.edu](http://hospitality.ttu.edu).

### 2. First Year On-Campus Requirement

- a. In support of the Strategic Plan of Texas Tech University, the university requires enrolled first-year students to live in the university residence halls. Institutional research suggests that students who live on campus are significantly more inclined to remain in college and achieve higher GPAs in comparison to students living off campus.
- b. The On-Campus Residence Requirement applies to students enrolled in more than six hours for the fall and spring semesters, and/or enrolled for three hours per summer session.
- c. Compliance with the university housing policy is a condition of enrollment, as set forth in the Student Catalog approved by the Board of Regents and Operating Policy 30.25. Failure to comply with the On-Campus Residence Requirement will result in the student being placed in a “Non-Compliance Status” and charged for all applicable Housing and Dining Plan fees.
- d. It is the responsibility of the student to update any incorrect information regarding place of residence with the Office of the Registrar.
- e. On-campus housing for married couples or individuals with children is not provided.
- f. Registered sex offenders and students convicted of any felony are not permitted to live in university-owned housing. The information submitted is subject to verification.

### 3. On-Campus Residence Exemption Process

- a. Subject to verification and authorization by the university, students may be eligible to live off campus provided any one of the 11 exemption categories listed below is satisfied:
  - i. A student is currently residing and will continue to reside in the established primary residence of her/his parents (or legal guardian) if it is within a 60-mile radius of Texas Tech University. The parents (or legal guardian) must have established their primary residency at least six months prior to the request for an exemption. Legal guardianship must have been established by a court of law at least one year prior to the request.
  - ii. A student presents sufficient evidence of an extreme financial hardship condition based on guidelines similar to those required for Financial Aid.
  - iii. A student is married or has dependent children living with the student.
  - iv. A student is 21 years of age or over on or before the first day of classes of the initial semester of enrollment.
  - v. A transfer student has successfully completed 30 or more semester hours of academic credit prior to the student's enrollment or re-enrollment. Credit earned by exam (Advanced Placement, CLEP, ACT, SAT) and hours received from

- concurrent high school credit are not considered.
- vi. A student is awarded a university scholarship/sponsorship that is managed by a university department or college, which minimally includes the equivalence of the current academic school year's room, board, tuition, fees, and textbooks (as estimated by the Student Financial Aid Office) during an academic school year. Upon prior approval from the managing department or college, the student may request to be exempt from living on campus. The managing department or college must provide verification in writing to University Student Housing prior to the student's enrollment and/or re-enrollment to the university.
  - vii. A student is enrolled in the Graduate School or Law School.
  - viii. A student has served in active military service, as verified by a discharge certificate (DD214).
  - ix. A student presents sufficient evidence of an extreme medical condition, as documented by her/his treating physician, for which on-campus accommodations cannot be made.
  - x. A student presents sufficient and satisfactory evidence of extreme or unusual hardship that will be intensified by living in the residence halls.
  - xi. A student has completed a full academic year (fall and spring terms) of living on campus in the Texas Tech University residence halls or provides sufficient evidence of living on campus at another university and receives confirmation of approval from University Student Housing.
- b. Subject to verification and authorization by the University Student Housing, students may be eligible to have their housing hold temporarily removed, and not be required to live on campus for the given term, provided any one of the 3 conditions listed below is satisfied:
- i. A student is enrolled in online classes only;
  - ii. A student is taking less than six hours during the academic year; or
  - iii. A student enrolled for a Texas Tech University or Texas Tech University Health Sciences Center at a campus other than the Lubbock campus.
- c. To request approval to live off-campus, the student must submit an [Exemption Form](#) along with all required documentation. USH staff will review and send denial/approval notices to the student's TTU email account.
- d. No exemptions will be approved once the student has moved into the residence halls.
- e. In conjunction with the university's support of academic integrity, evidence of deliberate falsification of information, data, or any materials submitted, or providing false or erroneous information in connection with an application for exemption from the on-campus housing requirement will be grounds for disciplinary action. Such action may include, but is not limited to, revocation of a previously approved exemption, restitution of up to a semester's room and dining plan fees, or probation, as determined by the Department of Student Judicial Services and in accordance with the Code of Student Conduct of Texas Tech University.
- f. Signing an off-campus lease will not relieve the student of contractual obligations that

may have been assumed with the University. It is the responsibility of the student to comply with all provisions of the signed contract.

#### **4. Housing Signup Process**

- a. Residence halls, like all other services and facilities of Texas Tech University, are available to all students regardless of race, creed, national origin, age, sex, or disability. Applications for admission to the university and applications for residence hall accommodations are separate processes. To sign up for housing at Texas Tech University, students must first be admitted to the university. Students are encouraged to sign up for housing as soon as they are notified of their admission status and receive and activate their eRaider account information. To complete the housing sign-up process, please visit the USH website.
- b. Students sign a University Student Housing and Hospitality Services Contract for the academic year (fall and spring semesters), a 12-month contract (fall, spring, and summer), or a summer only contract. Any student wishing to move from the residence halls should consult the University Student Housing and Hospitality Services Contract for the cancellation provisions.
- c. Housing and dining plan rates are based on a per person charge. Rates will be established by The University Board of Regents. All rates are subject to change, with appropriate notice. The most recent rates are posted on the USH and Hospitality Services websites.
- d. A \$75 non-refundable application fee is required with all housing applications. This is a one-time fee. A \$400 Initial Deposit is required for all housing room reservations for all residence halls including traditional spaces and suite/apartment/pod style spaces and is due with the signed contract. The \$400 Initial Deposit is potentially refundable (less any fees or billed charges) if the contract is completed or properly cancelled as outlined in the contract. A \$250 Additional Deposit is required for a housing room reservation in a suite/apartment/pod style space (Talkington, Gordon, Carpenter/Wells, Murray, Honors Hall, and West Village) and is due with the signed contract if selecting a

suite/apartment/pod style space or when student elects to upgrade to a suite/apartment/pod style space. The \$250 Additional Deposit is potentially refundable (less any fees or billed charges) if the contract is completed or if the student never reserves a suite/apartment/pod styles space. The \$250 Additional Deposit is non-refundable if the contract is cancelled at any time before the end of the contract period. For additional information on fees, deposits, and cancellation procedures, please review the housing contract on the USH website.

- e. The University agrees to provide a room and dining plan only after the student has submitted the required application, properly signed the University Student Housing and Hospitality Services Contract, and paid the application fee and applicable deposit(s). The student agrees to pay the housing and dining plan fees and any billed charges (i.e., damage charges, lock change charges, late/improper check-out charges, etc.) at the time scheduled by The University. All housing and dining plan fees and charges are billed in a combined account with The University tuition and fees. These accounts are managed by The University AD Services.
- f. Students with academic year or 12-month contracts are charged 60% of the academic year housing and dining plan rate for the fall semester and 40% for the spring semester. Students entering the residence halls for the spring semester with an academic year contract are charged 50% of the academic year rate.