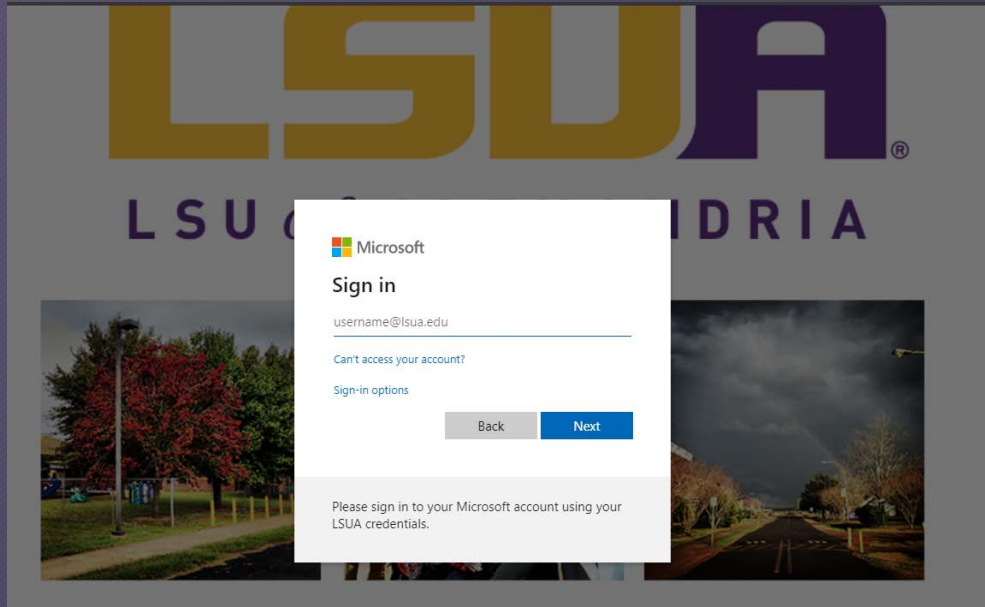
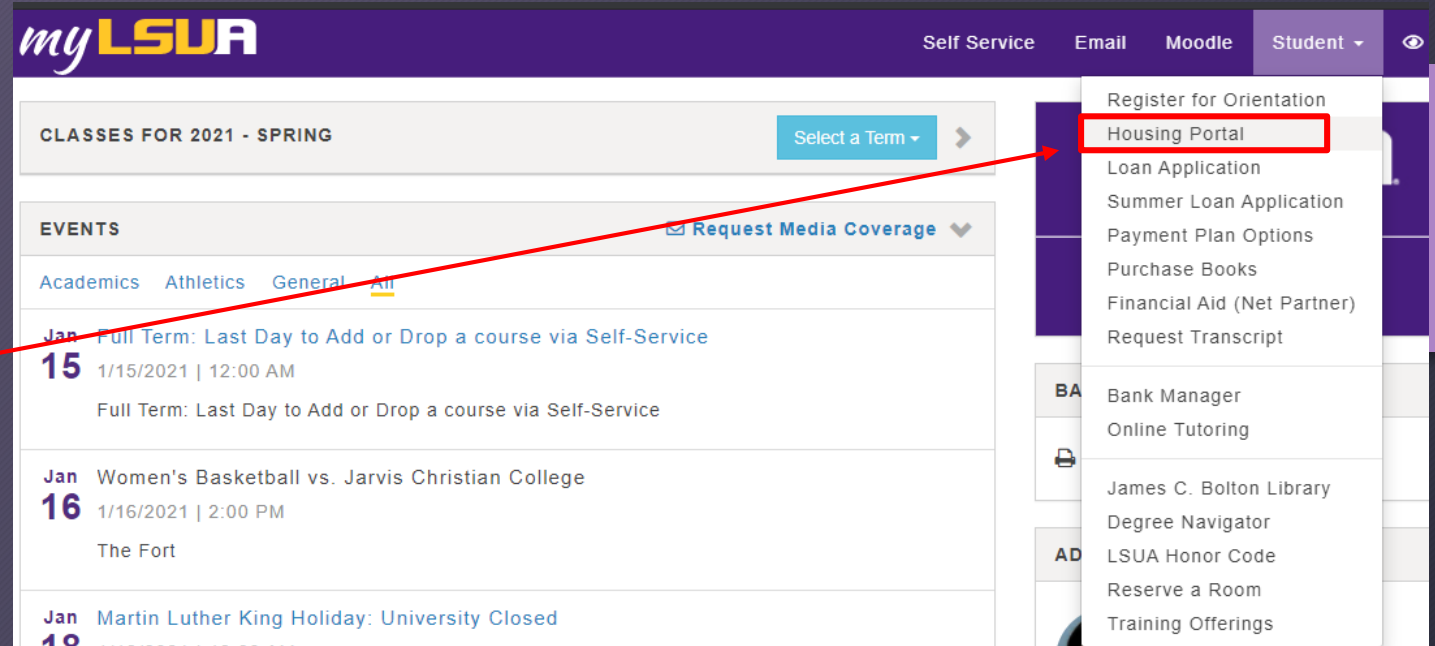


Housing Exemption Application



1. Log in to your MyLSUA account.
2. Click on Student at the top right.
3. Click on the Housing Portal.



4. A new screen will open and prompt you to log in.
5. Use your LSUA Email (username@lsua.edu) and password to login.

Once you've logged in, you should see a screen similar to the one on the right.

6. Click either apply for housing or the Housing overview.

The screenshot shows a web application interface for 'Applications & forms'. On the left is a dark sidebar with a menu. The main content area is white and displays several sections. Two red boxes highlight specific elements: one around the 'Housing overview' menu item and another around the 'apply for housing' button in the 'RECOMMENDED ACTIONS' section. Two red arrows point from the text on the left to these highlighted elements.

Applications & forms

Home

General

My profile

Assessments

Jobs

Job overview

Job postings

Housing

Housing overview

Forms

My forms

Housing Contract Cancellation Request Form

Information Sheet

Maintenance Request

Resources

Michael Courson

RECOMMENDED ACTIONS

[apply for housing](#)

Upcoming

No upcoming events in the next 3 days.

My forms [View inbox](#)

You aren't responsible for any forms.

Your housing applications [View applications](#)

You don't have any active housing applications.

Your job applications [View job postings](#)

You don't have any active job applications.

7. Select the application you wish to complete by clicking Apply Now.

The Exemption Application is for those wishing to not live on-campus.

The screenshot shows a web application interface. On the left is a dark sidebar with a menu. The main content area is white and titled 'Application forms'. Below the title is a table with two rows of application data. Each row has a 'Name' column, a 'Deadline' column, and a 'Status' column. The first row is 'Fall 2021' with a deadline of 'Aug 1, 2021'. The second row is 'Fall 2021 Housing Exemption Application' with a deadline of 'Jul 1, 2021'. Both rows have a green 'Apply now' button in the status column. Below the table is a link: 'Questions about your application?'.

Applications & forms

Home

General

My profile

Assessments

Jobs

Housing

Housing overview

Forms

Resources

Application forms

Start your residence application by clicking the "Apply now" button for the application you are interested in.

Name	Deadline	Status
Fall 2021	Aug 1, 2021	Apply now
Fall 2021 Housing Exemption Application	Jul 1, 2021	Apply now

[Questions about your application?](#)

8. The Student Information section is where you add some additional information about you.

The address should match your identification, but if it does not, there is a space to explain that later in the form.

- General
- My profile
- Assessments
- Jobs
- Housing
- Housing overview
- Fall 2021 Housing Exemption Application ⚠
- Forms
- Resources

Fall 2021 Housing Exemption Application

Application deadline: Jul 1, 2021

Application form Confirm application

Please fill out the following questions to the best of your ability.

[Expand all](#) [Collapse all](#)
[Show all options](#) [Hide all options](#)

▼ Student Information

Address as it appears on your Identification *

34 Ryan st.
Small Town, TX 05714

Gender: *

Male

Cell Phone Number: *

555-555-5555

Student Status: *

Incoming First-Year Student ▼
- select one -
Incoming First-Year Student
Incoming Transfer Student
Second Year Athlete
Other

When is the exemption for? (Semester and Year) *

10. The Exemption Section is where you select the reason you are requesting an exemption from the live on requirement.

Please choose the correct Semester and Year.

The Reasons can be multiple. You only need one reason to be exempt, but if you have multiple exemption reasons, you may want to select all that apply.

Any additional information is optional. However, this is your chance to explain your reasoning for the request beyond documentation. This is where you add the note about conflicting address.

▼ Exemption

When is the exemption for? (Semester and Year) *

Fall 2021 - Spring 2022 ▼

Reason for Request: *

[\[-\] Hide options](#)

- Commuting from Home (student must live within 40 miles of the Oaks Residence Hall (8223 Acorn Drive, Alexandria, LA 71302) with an immediate family member such as a Parent, Grandparent, or sibling (over the age of 21)
- Marriage (must provide marriage license)
- I am a single parent with a dependent child (include copy of child's birth certificate)
- Financial Hardship * (all avenues of funding and assistance must have been exhausted with the Office of Financial Aid)
- Medical (must provide written statement from a doctor verifying medical hardship)
- Veteran of two years' active military service (must provide proof of active duty status)
- Over the age of 21

Any Additional rationale for the exemption. (This is a chance for you to explain anything you think we should know beyond the documents).

Attach supporting documentation to this form and return to the Office of Residential Life. All applications without supporting documentation will be denied. Alternative arrangements for housing, including lease commitment, will not be considered sufficient grounds for approval of this request. Students that do not submit an application for exemption or have a processed housing application on file will be charged rental rate of lowest priced room offered and applicable meal plan fee. Students that submit application after the deadline will be required to pay a \$75 penalty to have application for exemption reviewed and housing charges removed.

Attach all supporting documentation *

11. Supporting documentation:

While each request is different, we require documentation that supports the reasoning for the request.

There is a link below the Choose File button that outlines what types of documentation can be used for each exemption reason.

If you have a different set of documentation than what is listed that is perfectly fine, but you should also take advantage of the Additional Information box above to help explain the reason.

we should know beyond the documents).

Attach supporting documentation to this form and return to the Office of Residential Life. All applications without supporting documentation will be denied.

Alternative arrangements for housing, including lease commitment, will not be considered sufficient grounds for approval of this request.

Students that do not submit an application for exemption or have a processed housing application on file will be charged rental rate of lowest priced room offered and applicable meal plan fee.

Students that submit application after the deadline will be required to pay a \$75 penalty to have application for exemption reviewed and housing charges removed.

Attach all supporting documentation *

Maximum upload file size: 32 MB

No file chosen

Click [here](#) to review the document that outlines the required supplemental documentation.

By selecting yes below, you acknowledge that you understand that all undergraduate students attending the university for under four (4) consecutive semesters [not including summer], registered for 12 hours or more, who are under the age of 21 by the first day of the entering semester, are required to live on campus, as long as space is available, unless they have been exempted from on-campus residency. You also acknowledge that charges will be assessed for a 4-bedroom value semester unit to all students who meet these criteria and have not received an approved "Application for Campus Housing Exemption". *

Yes

No

12. At the bottom of the application, there are three options.

- Withdraw application - this will remove your Exemption Application.
- Save Progress... - this will allow you to save the information on the form and come back at a later date.
- Continue to: Confirm application - this is where you go to submit the application. Until you got to the confirmation page, you have an incomplete application and it will not be reviewed.

semester, are required to live on campus, as long as space is available, unless they have been exempted from on-campus residency. You also acknowledge that charges will be assessed for a 4-bedroom value semester unit to all students who meet these criteria and have not received an approved "Application for Campus Housing Exemption". *

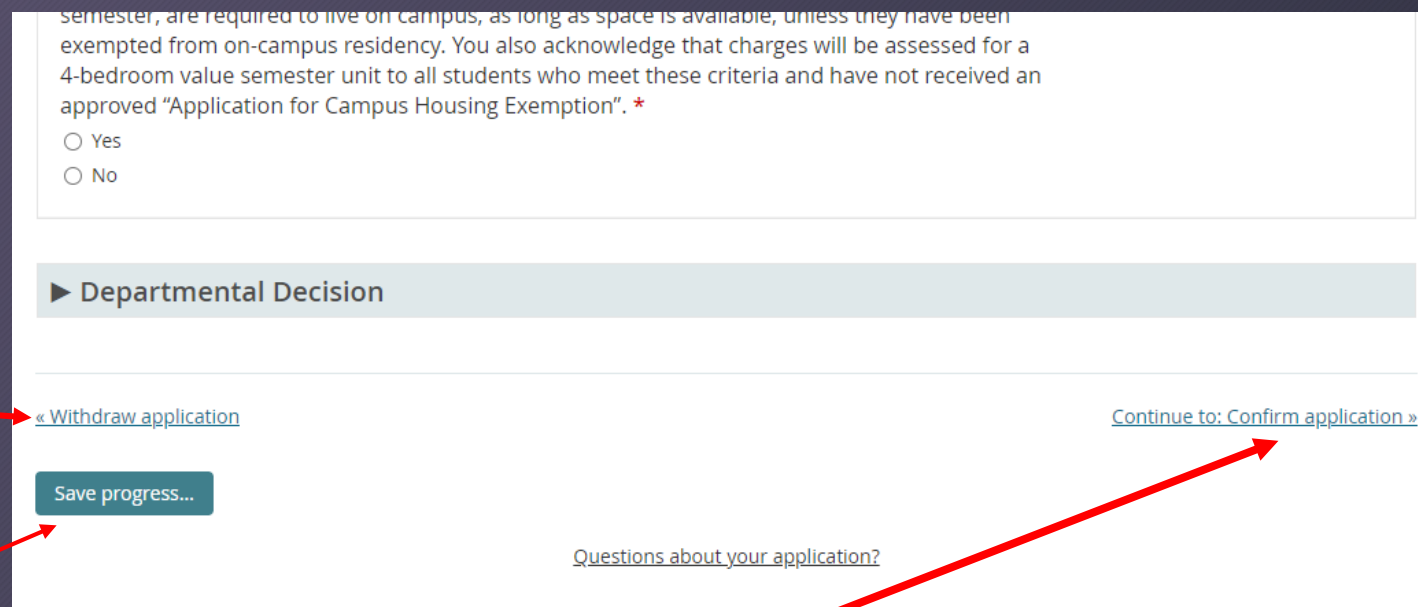
Yes
 No

► Departmental Decision

[« Withdraw application](#) [Continue to: Confirm application »](#)

[Save progress...](#)

[Questions about your application?](#)

A screenshot of a web application interface. At the top, there is a text block explaining that students are required to live on campus unless exempted, and that charges will be assessed for a 4-bedroom unit. Below this are two radio button options: 'Yes' and 'No'. A light blue bar with a right-pointing triangle and the text 'Departmental Decision' is below the radio buttons. Underneath this bar, there are three navigation elements: a blue link '« Withdraw application' on the left, a blue link 'Continue to: Confirm application »' on the right, and a teal button 'Save progress...' in the center. At the bottom right, there is a link 'Questions about your application?'. Three red arrows originate from the text on the left side of the slide and point to the 'Withdraw application' link, the 'Save progress...' button, and the 'Continue to: Confirm application' link respectively.

13. Make sure to read the Terms and Conditions File.

14. Check both boxes and click submit application.

Fall 2021 Housing Exemption Application

Application deadline: Jul 1, 2021

Application form Confirm application

Please review your application details before proceeding.

Your application overview:

- You are applying for Fall 2021 Housing Exemption Application residence

To complete your application, read the enclosed contract below . Please check off the two items below indicating that you understand and agree with all statements.

- I have opened, read, understood, and agree to the enclosed [terms & conditions file](#)
- I declare all information I have disclosed throughout this application process is correct

Submit application

[« Previous step: Application form](#)

[Questions about your application?](#)

Fall 2021 Housing Exemption Application

Application deadline: Jul 1, 2021

Application form Confirm application

Thank you!

Your application has successfully been completed. Please keep your receipt id for your reference. A copy of this receipt was sent to reslife@lsua.edu.

Receipt #537

Submission Date*: Jan 15, 2021

* may change upon updating application details

Your application overview:

- You are applying for Fall 2021 Housing Exemption Application residence

To complete your application, read the enclosed contract below . Please check off the two items below indicating that you understand and agree with all statements.

- I have opened, read, understood, and agree to the enclosed [terms & conditions file](#)
- I declare all information I have disclosed throughout this application process is correct

Pay Application Fee

[« Previous step: Application form](#)

[Questions about your application?](#)

15. Once your application has been submitted, you will receive a Receipt number and date of submission screen.

16. Once your Exemption Application has been reviewed, you will receive a notice via your LSUA Email.