

# Texas A&M University-Commerce

## COMMUTING AUTHORIZATION REQUEST

Residential Living and Learning residency requirement stipulates that all single beginning undergraduate students who are not commuting from the home of their parents or legal guardians must reside in University housing (residence halls) and are required to purchase a University meal plan of at least 10 meals per week. This policy covers all beginning students who are starting college in the same year as their date of graduation from high school. Students who have been out of high school for one year or more are exempt from this policy.

Students planning to live at home in Commerce or the immediate vicinity are required to complete this form and sign it in the presence of a Notary Public or Residential Living and Learning Office staff member and return it to the Residential Living and Learning Office. Students must notify the Residential Living and Learning of any change in name or address.

(please print or type)

Student's Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Name of person with which you reside \_\_\_\_\_

Relationship to student:       Parent(s)       Guardian

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (    ) \_\_\_\_\_

Exemption Request For:    Fall    Spring    20\_\_\_\_\_  
(circle one or both)

I understand that this is a sworn statement to the State of Texas and affirm that all the information is correct and factual to the best of my ability. Any form of misrepresentation on this form may constitute "Falsification of Records" which is a violation of University policies and is punishable through the university's judicial system. In addition, I may be responsible for charges to my University account for room and/or meals.

The aforementioned student will be living at my permanent address listed above. \_\_\_\_\_

**Signature of Parent(s)/Guardian**

I will be living with the person listed at the permanent address listed above. \_\_\_\_\_

**Signature of Student**

Subscribed and sworn before me on _____ at _____	
Date	City and State
_____ <b>Signature of Notary Public</b>	_____ <b>Date Commission expires</b>

### DO NOT WRITE BELOW THIS LINE

<b>Date Received:</b> _____	<b>Approved:</b> _____	<b>Not Approved:</b> _____
_____ Name of Person Receiving	_____ Signature	_____ Date

Return to:    Texas A&M University – Commerce  
Residential Living and Learning  
P.O. Box 3011  
Commerce, TX    75429-3011