In order for required students to be released from their housing contract, they must submit supporting documentation using the below criteria:

**Medical Reasons:**
1. A clear description of the required housing.
2. An explanation of how the current housing impacts the medical condition.
3. Possible alternatives if the desired housing is not possible.
4. A diagnostic statement including the date of the most recent evaluation.
5. Treatments, medications, devices, or services currently prescribed or used to minimize the impact of the condition.
6. The expected duration, stability, or progression of the condition.
7. The credentials of the diagnosing professional.

*In addition to the basic documentation listed above, recommendations from the treating professional are welcome and will be given consideration in an evaluating request. Recommendations should:*
1. Provide a clear description of the recommended housing configuration.
2. Connect the recommended configuration to the impact of the condition.
3. Include possible alternatives to the recommended configuration.
4. Include a statement of the level of need for, or consequences of not receiving, the recommended configuration.

**Changes in Finances:**
1. A copy of your financial aid award notification letter for the current academic year.
2. A personal letter from the student listing the financial changes that have taken place since signing the agreement.
3. Your and your parents’ most recent tax forms.
4. Letter of verification from your parents/guardians if a family situation is involved.