



COMMUTER STUDENT STATUS REQUEST

Thank you for your interest in applying to become a commuter student at Randolph College. Please review the following information and then submit the documentation needed for students meeting commuter criteria.

Upon completion, the applicant should return the required documentation to the Office of the Dean of Students. (Attn: Daniel Allee, Residence and Commuter Life Coordinator) one of two ways:

- Fax: (434) 947-8298
- Scan or photocopy and e-mail to: dallee01@randolphcollege.edu

Commuter Student Policy

Randolph College prides itself on being a residential college, meaning students are required to live on campus for four years. Randolph has been a residential college since it opened its doors in 1893. Students are not allowed to live off campus independently of a parent/legal guardian, a grandparent, or a sibling. This policy means that students cannot live by themselves or with a group of friends off campus.

In order to be eligible for Commuter Student Status, an enrolled full-time student must meet one or more of the following criteria:

- Reside with a parent/guardian, grandparent(s), or siblings within a 50-mile radius of the College in the approved relative's residence
- Be married and living with a spouse
- Be a military veteran
- Have a dependent child living with them
- Be enrolled in their fifth year or greater at the College
- Students transferring into the College

Students are responsible for paying room and board fees until they receive an email notification stating that they have been approved for Commuter Student Status. Submitting an application for Commuter Student Status does not guarantee approval.

Students 24 years of age or older will automatically be granted Commuter Student Status. No application materials are needed for students meeting this criteria.

The [WildCat Way \(Student Handbook\)](#), pages 49, 50, and 51, provides more detailed information about the commuter student policy.

Documentation Needed for Students Meeting Commuter Criteria

Living with a Parent/Guardian

If a student is living with their *parent/guardian within a 50-mile radius of the College*, they need to provide the following documentation for approval:

- 1) A letter from the student with the student's signature stating that they would be living at their parent/guardian's primary address (include the address in the letter).
- 2) A letter from the parent/guardian with the parent/guardian's signature stating that the student will be living at the parent/guardian's primary address (include the address in the letter).
- 3) A copy of the student's Driver's License that includes their name, photo ID, and primary address of parent/guardian.
- 4) A copy of a parent/guardian's Driver's License that includes their name, photo ID, and primary address.

Living with a Grandparent

If a student is living with their *grandparent within a 50-mile radius of the College*, they need to provide the following documentation for approval:

- 1) A letter from the student with the student's signature stating that they would be living at their grandparent's primary address (include the address in the letter).
- 2) A letter from the grandparent with the grandparent's signature stating that the student be living at the grandparent's primary address (include the address in the letter).
- 3) A copy of the student's Driver's License that includes their name, photo ID, and primary address of grandparent.
- 4) A copy of a grandparent's Driver's License that includes their name, photo ID, and primary address.

Living with a Sibling

If a student is living with their *sibling within a 50-mile radius of the College*, they need to provide the following documentation for approval:

- 1) A letter from the student with the student's signature stating that they would be living at their sibling's primary address (include the address in the letter).
- 2) A letter from the sibling with the sibling's signature stating that the student will be living at the sibling's primary address (include the address in the letter).
- 3) A copy of the student's Driver's License that includes their name, photo ID, and primary address of sibling.
- 4) A copy of a sibling's Driver's License that includes their name, photo ID, and primary address.

Married and Living with a Spouse

Once a student is married, they will be responsible for providing the following documentation:

- 1) A copy of the student's marriage license
- 2) A copy of the student's Driver's License that includes their name, photo ID, and primary address that they will be residing with their spouse.
- 3) A copy of your spouse's Driver's License with the address in which you reside together.

Military Veteran

A student must provide a DD Form 214, Certificate of Release, Discharge from Active Duty Form, or equivalent paperwork proving their veteran status.

Have a Child or Dependent Living with Them

A student must provide a birth certificate, adoption papers, guardianship papers, a child support order, or equivalent paperwork proving that they are the primary parent/guardian of the child.

Fifth Year of College Enrollment

A representative from the Office of the Dean of Students will verify through the Associate Provost that a student is within their fifth year of enrollment with the College.

Students Transferring into the College

Students who are transferring to Randolph College from another higher education institution located within 50 miles of the Randolph campus, and who at the time of matriculation are renting in the local community, may apply for commuter student status. Each application should be submitted to and will be reviewed by the Residence and Commuter Life Coordinator. An exception to the residency requirement will be granted if a student's application is approved. Such requests must be made at the time of initial matriculation and will not be granted at a later date. Incoming transfer students will not be approved for Commuter Student Status until they receive a confirmation email from the Residence and Commuter Life Coordinator stating their approval.

If a transfer student *meets the above criteria*, they need to provide the following documentation for approval:

- 1) A lease, rental agreement, or a mortgage statement (with redacted payment amount and additional personal information, i.e., social security #, etc.) showing that you were living at that location when you enrolled at the College.
- 2) A copy of the student's Driver's License that includes their name, photo ID, and primary address that is the same address mentioned in the aforementioned lease, rental agreement, or mortgage statement.

24 Years of Age and Older

Students 24 years of age or older will automatically be granted commuter student status. No application materials are needed for students meeting this criteria.