

## COMMUTING POLICY

Muhlenberg College is a residential College. However, students who live with their parents or guardians within a 30 mile radius may request to commute.

Procedures:

1. Students should send an email addressed to the Office of Housing & Residence Life ([housing@muhlenberg.edu](mailto:housing@muhlenberg.edu)) requesting to become a commuter.
2. Each letter to commute will be reviewed by the following offices before a decision is made:
  - Admissions
  - Dean of Students
  - Financial Aid
  - Housing & Residence Life
  - Registrar
3. Please note that there will be a review of the student's financial aid package. If no FAFSA documentation is on file, a copy of the parent or guardian's tax return must be submitted to the Office of Financial Aid via email at [finaid@muhlenberg.edu](mailto:finaid@muhlenberg.edu).
4. Students who are commuters may request in writing to the Office of Housing & Residence Life by March 1st to re-enter the housing lottery and be housed with their class for the next academic year. Any students who request after this deadline will not be able to participate in the lottery and will only receive housing if space allows.
5. Exceptions to this policy based on extenuating home and/or family circumstances and/or financial constraints will be reviewed by the Dean of Students.
6. Students will be notified by the Office of Housing and Residence Life about the outcome of their request as soon as possible.

Please note that this policy does not apply to students that wish to rent off campus housing from a private landlord. Please refer to the "Off Campus Policy" for more information regarding application and deadlines.

Contact: Office of Housing & Residence Life, Lower Level, Prosser Hall, 484-664-3180

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