



Missouri Western State University  
4525 Downs Drive, St. Joseph MO 64507  
www.missouriwestern.edu

Office of Residential Life  
816.383.7100

**REQUEST TO REMAIN IN RESIDENCE HALLS / UNDER 12 CREDIT HOURS**

I (print name) \_\_\_\_\_ wish to remain living in the residence halls even though I am under twelve (12) credit hours.

Please complete the following information:

G#: \_\_\_\_\_  
I am currently living in (building/room number): \_\_\_\_\_  
Number of credits I am currently enrolled in: \_\_\_\_\_  
Current Email address: \_\_\_\_\_  
Current telephone number: \_\_\_\_\_

Reason I have dropped below 12 credit hours:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that if I drop below the number of credit hours listed above, I will need to notify the Office of Residential Life.

No waivers will be accepted for students that begin the semester under six (6) credit hours.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only:  Approved  Denied

Director of Residential Life: \_\_\_\_\_ Date: \_\_\_\_\_