May 4, 2012

Dear Parents/Guardians of the Class of 2014:

**Important Information Regarding Off-Campus Boarder Lottery**

If your student is considering requesting permission to live off campus their senior year, please read the following important information concerning the Off-Campus Boarder Lottery process and the signing of leases, then review it with your student well in advance of the lottery to avoid potential financial and emotional stress.

- All full-time undergraduate students are required to live on campus all four years of their undergraduate experience. In turn, Fairfield University guarantees on-campus housing in one of the University’s student residences for all four years of their undergraduate experience. Only seniors are permitted to live off campus and they must first be granted permission (i.e., a release) by Fairfield University before they are allowed to live off campus. The decision whether to grant or deny a request to live off campus rests entirely with Fairfield University, and if a student is not granted permission they are required to live on campus and will be billed accordingly.

- During the second semester of the student’s junior year, the Office of Residence Life conducts a random lottery for all students who are requesting to be released to live off campus/at the beach. Students entering the off-campus lottery are *not* automatically guaranteed a release to live off campus. In any given year, the number of requests to live off campus usually exceeds the number that can be released. The release is based largely on enrollment. Enrollment changes from year to year, so students should not assume that any two years will be the same in terms of the number of students released. Unless a student is formally released as part of the lottery, he or she is considered by Fairfield University to be an on-campus resident and will be held to the obligation to reside on campus as set forth in the Student Handbook.

- Students and parents are advised _not_ to sign a lease until the lottery has been held and after they have confirmed release from Fairfield University’s four-year housing requirement. If a student signs a lease and is not released to live off campus, Fairfield University has no obligation to honor the lease the student signed, or to otherwise accommodate any contractual residential relationships into which they enter. In other words, students who sign leases prior to being released do so at their own risk. This is noted solely for your own protection so that families may avoid the difficult situation that arises when students sign leases and make financial and other commitments, then find out they were not released in the lottery. Students and parents are urged to call the Office of Residence Life before making any commitments regarding off-campus housing.

The Office of Residence Life will contact all students during the fall semester regarding the lottery process for on- and off-campus living. Thank you for your attention to this matter.

Sincerely,

Ophelie Rowe Allen  
Acting Director of Residence Life