

## Minor Guest Application and Permission Form

For guests under the age of 18

Guests are welcome in University residence halls on a limited basis at the invitation of Wittenberg students/staff. Minor guests (under the age of 18) must be at least 13 years of age, except on Sibs Weekend when younger guests are permitted. Overnight minor guests must be approved and registered using this form. Submit this form **at least three business days in advance of the visit** to the Office of Residence Life ([housing@wittenberg.edu](mailto:housing@wittenberg.edu) or faxed to 937-327-6170).

I have been invited by: \_\_\_\_\_ (Print the name of your Wittenberg host)

from this office/dept:  Admission  Athletics  Residence Life  Other \_\_\_\_\_

Minor Guest Name Parent/Legal Guardian Name Arrival day & date Departure day & date

Guest Home Address City State Zip

Guest Cell Phone # Age of Guest

Host Student Host Student Residence Hall & Room # Host Cell Phone # (if known)

By my signature below, I understand and am agreeing to the following rules and regulations regarding overnight visits at Wittenberg University and will adhere to those procedures.

1. The University expects that the minor will abide by all University policies and local, state, and federal laws, and that minor guest privileges may be revoked at any time without notice.
2. The parent or guardian must pick up the minor upon request of the University or host student.
3. Guests must respect the fact that others may be studying and are asked to keep noise, such as music, group discussions, television, radio, etc., at a reasonable level. Quiet hours are observed from 9 p.m. to 9 a.m. on weekdays and from 10 p.m. to 10 a.m. on weekends.
4. If the fire alarms should activate, guests must leave the building immediately. This includes times when Wittenberg is conducting a fire drill.
5. Guests must not leave their personal property unattended in residence hall lounges or public areas on campus. Wittenberg University is not responsible for any lost or stolen property during the stay on campus. Objects that threaten the safety of residents are not permitted in the residence halls or on campus.
6. Wittenberg University adheres to Ohio state laws regarding alcohol and drug use. The possession and/or use of drugs is strictly prohibited. The legal drinking age in Ohio is 21. Students or visitors under the age of 21 may not possess or consume alcohol.
7. Guests entering a residence hall must be escorted at all times.

Signature of Minor Guest Date Signed Signature of Parent/Legal Guardian Date Signed

Name of Emergency Contact Phone Relationship to Minor Guest

Known Medical Conditions (if any)

***In the event of emergency, please contact Wittenberg Police & Security at 937-327-6363***

Residence Life Staff: \_\_\_\_\_  
Signature Date