

# Commuting Forms for Fall 2024 – Fall 2025

## Deadlines:

Fall 2024	August 22, 2024
Winter 2024-25	November 20, 2024
Spring 2025	February 28, 2025
Summer 2025	May 21, 2025
Fall 2025	August 20, 2025

Students who have less than 60 hours and who live with their parents and commute from one of the parishes listed below should return completed form to:  
 Office of Student Advancement  
 305 Keeny Hall  
 P. O. Box 3164  
 Ruston, LA 71272

# COMMUTING FORM

**Deadline: Two weeks before first day of class**

OFFICE OF STUDENT ADVANCEMENT : 318.257.2445  
 LOUISIANA TECH UNIVERSITY — RUSTON, LA 71272

**Parents, please read before signing:** *Signing this form indicates the parent and student understand that students may NOT live anywhere other than with their parents in their permanent residence. "Commuting" means student is commuting from parents' home on a daily basis (not just occasionally). Parents' permanent residence must be in one of the parishes listed below. PLEASE NOTE that falsification of information will subject the student to a charge equal to room and board payment and to disciplinary action by the university discipline committee.*

TOTAL # HOURS TO DATE: \_\_\_\_\_ I certify that my son/daughter (name) \_\_\_\_\_

(CWID #) \_\_\_\_\_, (date of birth) \_\_\_\_\_ will be residing with me at my permanent residence and will commute daily to class at Louisiana Tech University beginning \_\_\_\_\_.

**If my son's/daughter's living arrangements change during the remainder of the academic year, the Office of Student Advancement will be notified.**

signature of parent	signature of student	
street address (NOT P. O. Box)	parish of residence	
city	state	zip
home phone number	student's cell phone number	
parent's work number (required)		

Commuting forms will be accepted for students living with their parents (at their parents' permanent residence) and commuting from the parishes listed below. Students commuting from outside these parishes must submit an off-campus application through the Office of Student Advancement.

- |                  |                  |                |                 |                |
|------------------|------------------|----------------|-----------------|----------------|
| BIENVILLE PARISH | CADDO PARISH     | JACKSON PARISH | OUACHITA PARISH | WEBSTER PARISH |
| BOSSIER PARISH   | CLAIBORNE PARISH | LINCOLN PARISH | UNION PARISH    | WINN PARISH    |

**Notary seal or stamp is required and must be completely legible or form will be voided. (If the notary's signature is not legible, Notary Public should print name below.) Original form must be submitted to the Office of Student Advancement; no faxed copies. Notary is to notarize parent's signature only.**

I, (notary public) \_\_\_\_\_, certify that  
 (parent) \_\_\_\_\_ came before  
 me, duly commissioned notary for \_\_\_\_\_  
 parish of the state of Louisiana, on the \_\_\_\_\_ date  
 of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
 Notary Public

**S E A L**