

Permission Form for Minors in the Residence Halls

- A permission form is required for any person between the ages of 14-18 years old to visit a MECA student in any of the residence halls without their parent or legal guardian present.
- This permission form must be completed and signed **only** by the minor’s parent or legal guardian.
- This permission form must be submitted no later than 12:00pm two (2) business days prior to the minor’s visit, otherwise the minor will not be permitted access to the residence hall.
- No person under 14 years of age is permitted to enter any MECA residence hall without their parent or legal guardian *present at all times* (and may not stay overnight in the residence halls).
- When a minor visits without their parent or legal guardian, they must be accompanied by their student host **at all times** while they are in the residence halls. Only one student may be designated as the host.
- Guests are subject to all College policies and local, state, and federal laws. Violations of policies by minor guests will result in parental notification, required vacation of College premises, and/or loss of the host’s guest privileges.
- Per the MECA Guest Policy, guests may visit for no more than two consecutive nights (and no more than four nights within a 30 day period).
- Minors may not visit without a parent or legal guardian present at all times during Fall Break, Thanksgiving Break, Winter Break, Spring Break, or over the summer.

Minor’s Name _____ **Age** _____ **Date of Birth** _____

Arrival Date & Time _____ **Departure Date & Time** _____

Student Host _____ **Student Host Email** _____

Residence Hall & Room # _____ **Host Cell Phone** _____

Parent/Legal Guardian’s Name _____

Home Address _____ **City / State/ Zip** _____

Parent/Legal Guardian’s Email _____ **Home & Cell Phone** _____

List any medical conditions of the minor that we need to be aware of _____

As this minor’s parent or legal guardian, I grant permission for the minor named above to visit the residence halls at the Maine College of Art. I understand that the conditions of the residence hall environment are geared towards young adults and that the student host is completely responsible for the welfare of this minor.

Parent/Legal Guardian’s Signature _____ **Date** _____

The signature must be a handwritten signature; delivery of the completed form may either be scanned and emailed to studentlife@meca.edu or by mail at Student Life, 522 Congress St, Portland, ME 04101. The completed and signed form must be received by 12:00pm two business days prior to the date of visit.

Staff Use Only:

Date & Time Received
Received via

Approved by
Permission Expires on