



Request for an Exemption or Change from the Meal Ticket Requirement of Louisiana Christian University

All residence hall students are required to purchase a meal plan.

I, _____ request an exemption/change from the meal plan policy at Louisiana Christian University during the _____ (FA or SP/YEAR) semester due to the following reason (check all that apply):

___ I am transferring to off campus living

___ I have an illness or physical condition requiring special dietary consideration (please attach a doctor's evaluation detailing your medical and /or behavioral health condition dated within the last 6 months for verification)

___ I have scheduling conflicts due to college sponsored activities

___ Other:

Student Information:

Name: _____ Student ID: _____

Address: _____ Email: _____

Cell Number: _____ Residence Hall: _____ Room #: _____

Date of Request: ____/____/____

Student instructions for completing meal exemption form:

1. Complete the Request (fill in all the blanks)
2. Student is responsible to take the form to the Director of Residence Life for signature
3. If applicable, student is responsible to take the form to the Director of Office of Disabilities.
4. Student is responsible to take the form to the Food Services Director for signature
5. Once the ResLife Director, the Director of the Office of Disabilities and the Food Services Director have approved and signed the form, the student is responsible for turning the form into the business office in Alexandria Hall. A refund or credit will then be added to the student's account.

For Office Use Only:

Date Received: ____/____/____

Semester Applied For: _____

____ The above student is exempt from purchasing a meal plan for the _____ semester.

____ The above student is **denied** meal exemption for the following reasons:

This form is NOT valid unless signed by all of the following:

Director of Residence Life

Date

Director of Office of Disabilities

Date

Director of Food Services

Date

Accommodations include:

Business Manager

Date

***** Please note that this must be submitted to the Business Office before the Drop/Add period concludes.**