

Return Form to:
 West Texas A&M University
 The Office of Residential Living
 WTAMU Box 60878
 Canyon, TX 79016-0001
 Phone: (806) 651-3000/Fax: (806) 651-3010

Approved _____ Not Approved _____
 Date _____ Initials _____

RESIDENTIAL LIVING MEAL EXEMPTION OR CHANGE FORM DUE TO WORK

With few exceptions, state law gives you the right to request, receive, review and correct information about yourself collected by this form.

All students, under the age of 21, residing in on-campus housing are required to purchase a University meal plan until the student has accumulated 45 semester hours.

Exceptions to this requirement may be made for those students who, due to work, will not be able to eat 10 meals per week or may not be able to eat the number of meals for which they have contracted for the semester. *The University requires that each meal that the dining hall serves be considered.* **Those students that are exempted will be assigned an alternative plan.** To request an exemption or change in your meal plan due to work, you must complete this form and return it to the Office of Residential Living at the address listed above no later than the 20th class day. After the 20th class day, no exemptions will be approved. Please list any other activities that may inhibit your ability to eat the meals at the dining hall, on the back of the form.

(Please Print or Type) Semester(s) / Year(s) I am applying for: Fall 20____ / Spring 20____

Student's Name: _____ Buff ID: _____

Student's Address _____ City _____ State _____ Zip _____

Student's Phone () _____ WTEmail Address: _____

Name of Firm You are Working For: _____

Work Address _____ City _____ State _____ Zip _____

Work Phone () _____ Supervisor's Name _____

Does your schedule change every week? _____ (If yes, give last week's schedule)

Exemption requests will not be processed unless complete, valid and accurate information is submitted.

	MON	TUE	WED	THUR	FRI	SAT	SUN
Working	*	*	*	*	*	*	*
Schedule	*	*	*	*	*	*	*
Each	*	*	*	*	*	*	*
Day	*	*	*	*	*	*	*

NOTE: To be assigned a meal plan or to change an existing meal plan, students must complete a **Meal Plan Agreement Form**. Meal Plan Agreement Forms are available at the Residential Living Office.

I understand that this is a sworn statement to the State of Texas and affirm that all the information herein and attached is correct and factual to the best of my ability. I also understand that if this exemption request is not granted or is revoked, **I will be responsible for charges to my University account for a room and/or meals.** Any form of misrepresentation on this form may constitute "Falsification of Records" which is a violation of University rules and is punishable through the University's judicial system.

Signature: _____ Date _____

This Form is applicable for one (1) academic year only. The student must re-apply prior to each fall semester if under the requirement.