BAYLOR UNIVERSITY
Office of Access and Learning Accommodation

Meal Plan Accommodation Request

PART I: 

Student Information

Name: ___________________________ ID#: ___________________________

Campus Address: ____________________________________________________________

Campus or Home Phone: ___________________________ Cell Phone: ___________________________

Classification:  □ Fr  □ Soph  □ Jr  □ Sr

Email Address: ________________________________________________________________

PART II: 

Meal Plan Request

Dates Requesting Modification: ____ thru ____ (i.e., Fall 2010 - Spring 2011)

Indicate your request:

• Reduction in Meal Plan: From _____ to _______ (# meals) (# meals)

• Meal Plan Exemption

PART III: 

Application Steps

• Complete and submit the following:
  ♦ Documentation of disability (Documentation guidelines available at: www.baylor.edu/oala).
  ♦ OALA Application
  ♦ OALA Release Form
  ♦ Meal Plan Accommodation Application

• Once all information is received, OALA will review and determine if documentation is sufficient. See OALA Procedures for Accommodation [www.baylor.edu/oala] for more information on the process.
If the request is reasonable and appropriate, the accommodation will be submitted to Campus Services for processing.

Meal Plan reductions or exemptions may be made only through the twelfth day of class. No reductions or exemptions will be allowed after that time. Any refunds or changes will be calculated on a prorated basis and will be applied to any outstanding balance on your student account.

________________________________________  __________________________
Student's Signature                              Date