

NON-ACADEMIC PETITION

Use this form to request a modification to or an exemption from the meal plan and/or residency requirement. All students are required to participate in a meal plan, and all unmarried students under 21 years old without dependent children are required to live in campus housing for their first three years. **Requests for the academic year must be submitted by the first day of classes for Fall. Requests for students who will begin in the Spring must be submitted by the first day of classes in the Spring.** Petitions are approved on a yearly basis, and students must submit a petition each year.

Please note:

Students should not assume that their petition will be approved. Do not make a commitment to off-campus housing before you have received notification regarding the petition. If students move off campus, and the petition has not been approved, that student may be responsible for on-campus housing costs, and due to housing costs on their account, prevented from course registration.

- Request to modify or cancel meal plan:**
 - As an accommodation; I have registered with the Learning Support and Disability Services Office.*
 - For other reasons; a single-page explanation must be submitted along with this form.*
- Request to modify or cancel housing:**
 - As an accommodation; I have registered with the Learning Support and Disability Services Office.*
 - For other reasons; a single-page explanation must be submitted along with this form.*
 - The residency requirement does not apply to me, as I:*
 - Am at least 21 years old as of September 1st.
 - Have dependent children.
 - Am married.
 - Am a transfer student who has two years of residency at another institution.

Name:		Birthdate:		ID #	
<input type="checkbox"/> I am an (circle one): Incoming Freshman Incoming Transfer		<input type="checkbox"/> I am a current (circle one): FR SO JR SR			
Cell #:	First term of matriculation (circle one): Fall Winter Spring 20__				
Signature:				Date:	

Turn this form into the Residence Life Office in Hendren Hall, email to reslife@collegeofidaho.edu, or fax it to: 208-459-5720

Financial Information (will be completed by C of I staff)

EFC:	Unmet Need:	Student Loan:	PLUS:
Special Conditions Form: Y N		Comments:	

Approved: Y N	Entered: Y N	Notified: Y N	Date:
Reason: F I M O A T FA			

Guidelines for Non-Academic Petitions

Students submitting a Non-Academic Petition are responsible for providing all documentation requested to evaluate the petition. The committee is comprised of members of the Residence Life and Student Services staff. Other members of the campus community may be consulted in order to make a thoughtful and informed decision.

Meal Plan Requirement

- All students must participate in a meal plan.
- If your meal plan is cancelled for the second term, remaining Coyote Cash will not carry over from the first term.
- A waiver of the meal plan requirement will be granted on an annual basis unless specifically noted.
- Block meal plans are non-refundable within the term.
- A “Coyote Cash” minimum dollar amount may be assigned as part of the agreement.
- Students requesting an accommodation must be registered with the Learning Support and Disability Services Office.

Residency Requirement

- **Residency is for a full academic year.** It is unusual for the College to terminate a housing agreement in the middle of the year.
- A waiver of the residency requirement will be granted on an annual basis unless specifically noted.
- Release from residency requirement does not mean the student will be granted a release from a meal plan.
- If the student’s petition to cancel the residence hall agreement is **denied** and the student moves out, the student will be required to continue payments for room rental for the remainder of the academic year.
- Rate of reimbursement for housing is outlined in the catalog. Even if a petition is approved, students may not receive a reimbursement after the 15th day.
- Living off campus often impacts financial aid packages. Students must check with the Financial Aid Office to see how their aid is affected.
- Students requesting an accommodation must be registered with the Learning Support and Disability Services Office.