

Coe College Meal Plan Exemption Request

To be considered, all information/documentation must be submitted to the Accessibility Office, and appropriate meetings with Campus Dining staff must be completed by the announced deadline.

When requesting an exemption from meal plans please note the following:

- Students must request meal plan exemption within the **1st week** of the start of each semester's classes. (except in cases of documented medical disabilities that require disability exemption).
- **NO** Meal plan exemptions are based on vegetarianism or veganism. Vegetarian and vegan options are available for every meal according to the dietary requirements of vegetarians and vegans.
- A meal plan exemption **cannot** be justified by financial hardship. Students should contact the Office of Financial Aid with any financial inquiries.
- Meal plans will **not** be exempt for students who live in the Residence Halls without kitchens.

Meal plan exemption requests are not guaranteed. Decisions will be made on a case-by-case basis with a review of the Exemptions Committee. Any submissions after the set deadline will not be heard until the following semester.

Meal Plan Exemption Request: Besides Religious purposes, there are only two other reasons for exception from the Meal Plan. Medical and Other.

Below are the instructions for completing the request. All exemption requests must be completed within two weeks of the beginning of each term.

➤ **Medical:**

Reason for Medical Dietary Accommodation Request: _____

Description of Medical Dietary Restriction: _____

- On a separate piece of paper with your name and information please type and briefly describe how your medical condition warrants the accommodations requested (including medical diagnosis, date of onset, and symptoms):
- Did your healthcare provider recommend a specific diet for your medical condition (circle)? **Yes** **No**
 - If **YES** type on a separate piece of paper, the list of recommended diets and the reason for the recommendation. (*attach documentation from your medical provider*)
 - On a separate piece of paper describe what specific foods can **NOT** eat due to your dietary restriction(s).

➤ **Other:**

On a separate piece of paper with your name and information please type a brief but detailed description of the request: (Please attach all medical documentation and information needed in this request)

**Submit this form and other required documentation to
Melanie Ostmo in the Accessibility Office (mostmo@coe.edu)**

I understand I must also meet with the Dietitian/Campus Dining Staff (in person/phone/zoom) as a part of the exemption review process AFTER submitting the required documentation

For Campus Dining Appointment Contact: Becky Bateman - General Manager rbateman@coe.edu

Applicant Name: _____

Applicant Signature: _____

Date: _____