FAIRLEIGH DICKINSON UNIVERSITY

Meal Plan Modification Request Form
(Religious and/or Class/Work/Internship)

Part I: Student Info:

Name (please print clearly): _____

FDU ID#: _____ FDU Email: _____

Cell Phone #: _____ Home Phone #: _____

Status: Incoming First-Year Student Transfer Student Returning Student

Campus: Florham Campus Metropolitan Campus Wroxton College

Modification Request is for: Fall Spring Year: _____

I am requesting: ❑ **Meal Plan D** (8 meals/ week and $200 Flex)

❑ **No Meal Plan**

REASON FOR MODIFICATION REQUEST (select one):

❑ **CLASS/INTERNSHIP/WORK SCHEDULE**

a. The form provided for internship/employment/cooperative education (if applicable)
b. Employer's letter on company letterhead detailing your work schedule, location, duration of employment/internship.
c. Class schedule (print via WebAdvisor).
d. Class/Internship/Work Schedule worksheet.

❑ **RELIGIOUS**

a. Documentation from your Clergyperson supporting your request and **specifying groups of food you can and cannot eat**. *Meal Plan Modification Committee will review these specific dietary needs to see if the University food service provider can accommodate your needs.*

IMPORTANT INFORMATION:

1. Submission of this form does not guarantees the specific modification requested will be granted. You will be informed of the decision in writing by the second Friday of the semester.
2. You are responsible for full payment of your current meal plan, unless you are notified in writing that a reduction has been approved.
3. **Work/Internship Exemptions:** Approvals are for one semester only. Resident must apply each semester.
4. **Religious Exemptions:** Approvals are for the entire academic year.
5. **Applications are due by the 1st day of classes. Decisions rendered:** By 2nd Friday of the semester

Meal Plan Modification Committee use only: ❑ Approved ❑ Not Approved **Date**: _____

PLEASE MAIL, FAX or EMAIL ALL THE INFORMATION TO:

Housing Office – *Florham Campus and Wroxton C.*
Fairleigh Dickinson University
285 Madison Ave, M-FTO-01, Madison, NJ 07940
(973) 443-8586 (Office), (973) 443-8666 (fax)
E-mail: fduhousing@fdu.edu

Office of Residence Life – *Metropolitan Campus*
Fairleigh Dickinson University
1000 River Road, T-RL1-01, Teaneck, NJ 07666
(201) 692-2250 (Office)
E-mail: reslife@fdu.edu