

Dining Plan Exemption Instructions For Internships

Participating in an Internship is an important part of your college experience. Your internship will allow you to apply the knowledge and skills you have developed during your studies as an underclassman in a real world situation. This experience is a valuable asset to your resume and can provide strong references/recommendations when seeking employment after graduation.

An important part of your internship experience is actually living in the area where you will be working. Whether you stay in Alabama, or travel hundreds of miles to work for your internship; living, eating and spending time with your coworkers will allow you to ask questions and gain essential experience to use in your future career. **With that in mind, Campus Dining allows interns an exemption from the required dining plan if they meet the requirements of item C on the exemption application. To exempt yourself from the dining plan, you will need to complete the required form and submit it to campus dining before the deadline.**

Here's how to submit your application for a dining plan exemption:

1. Complete the DINING PLAN EXEMPTION APPLICATION (next page)
2. Have the completed application signed by your advisor
3. Print a copy of your class schedule showing your internship. Make sure this printout shows your name and student ID#.
3. Deliver the completed, signed form along with your class schedule to Campus Dining's office:
Student Center Suite 1203, 255 Heisman Drive, Auburn University, AL 36849
BEFORE THE 15th CLASS DAY OF THE SEMESTER.
4. If you have any questions about this process, please call the Campus Dining office at 334-844-8504.

Auburn University
Dining Plan Exemption/Reduction Application
(Please print in blue or black ink)

All documents must be submitted by the 15th class day of the semester

I am requesting exemption from Auburn University's required participation dining program. The qualifying factor is:

A. Medical Accommodation: Students with Special Dietary needs may request accommodation. Please attach a letter fully describing your dietary circumstances and documentation by a licensed medical physician.

Medical Reduction: Students living on campus who have medically documented dietary challenges may request a reduction* (see details below)

Medical Exemption: Students with severe or debilitating dietary restrictions may request an exemption.

B. Religious Exemption: Please attach explanation from your religious counselor.

C. Required to Be Away From Campus: Students must be in a class not convening on Auburn University's main campus. Students must obtain a signature from the appropriate faculty advisor and attach a copy of their semester Student Detail Schedule showing enrollment in the course. Note that this exemption shall not be available to students who have at least one class on campus in the requested exemption semester.

Please fill in the required information for the exemption you are requesting:

Student Name (print): _____	Student ID # 90 _____
Campus Organization/Internship: _____	Semester/year: _____
Student Signature: _____	Date Student Signed: _____
Advisor Name (print): _____	Date Advisor Signed: _____
Advisor Signature: _____	Student's Email: _____

***Dining Plan Reductions** reduce the minimum participation to the off-campus rate of \$350. The standard meal plan will be charged to their account, but at semester's end, any unused meal plan dollars in excess of the \$350 plan, will be refunded.

It is a violation of the Code of Student Discipline to furnish false information to Auburn University. A student who furnishes false information to the University will be required to make restitution and may face other penalties as appropriate.

Please mail or deliver the application and supporting documentation to:
Campus Dining
Auburn University Student Center
255 Heisman Drive, Room 1203
Auburn University, AL 36849

For additional information regarding the required participation dining plan, please call 334-844-8504 or visit our website.

*****Dining Exemption Applications Must Be Submitted Each Semester*****