



## Excused Status Application

**Policy:** A member may apply for Excused Status one academic year following their Initiation, unless an extreme circumstance applies. A member may be on excused status for a maximum of three (3) semesters or six (6) quarters. This status may be granted for any of the following reasons: financial, attendance, non-resident/abroad, and academic/professional; however, no application is guaranteed approval by Honor Board.

The recommended submission dates for Excused Status requests related to academic/professional and non-resident/abroad reasons are April 30 for the fall term and October 31 for the spring/winter term.

*\*Note: Being approved for Excused Status does not dismiss members from upholding the terms outlined in a signed Member Housing Agreement (MHA) or Room Agreement (RA). A member requesting financial Excused Status needs to submit a Waiver Request to the Housing Waiver Board once the chapter Honor Board has addressed any changes to chapter dues and fees.*

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<b>PRINT:</b> Last name	First name	Middle name
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Date of Application	Status Start Date	Status End Date
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**To be completed by the chapter member requesting Excused Status and sent to Honor Board:**

1. Current Year in School:
2. Email Address:
3. Effective Term:
4. Please **bold** which type of Excused Status are you applying for:
  - Reduced Attendance
  - Non-Resident/Abroad
  - Academic/Professional
  - Financial
5. How is your ability to meet your membership responsibilities being impacted?
6. If granted, what is your anticipated ability to participate while on Excused Status?

7. Please provide any additional context and/or attach any relevant documentation (study abroad acceptance letter, class schedule, etc.) for consideration.

Please check this box if the reason for your application is of a highly sensitive matter should only be reviewed by the vp: social standards and Honor Board adviser:

**FOR HONOR BOARD USE ONLY:**

This member had an in-person meeting with Honor Board. ☐ YES ☐ NO

If "NO", please explain:

This discussion has been recorded in the Honor Board minutes and submitted to the RCS/CAC/NCC. ☐ YES ☐ NO

If "NO", please explain:

This application has been discussed with the vp: finance and chapter financial adviser. ☐ YES ☐ NO

If "NO", please explain:

I certify that Honor Board has reviewed and approved this Excused Status Application with the consultation of the vp: finance and chapter financial adviser, as applicable.

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Signature of vp: social standards

Date

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Signature of Honor Board adviser

Date