

## Request to be Released from Living Learning Community or Required Courses

Name:

Tiger ID #:

LLC Name:

Room Number:

FHSU Email:

Cell Phone Number:

Upon acceptance of the year-long contract to join a Living Learning Community, you are expected to complete the full contract and take the required fall and spring courses indicated. However, there are narrowly defined circumstances which may permit an exemption. Please select a reason from the list below and submit the proper documentation. If the proper documentation is not provided, the request will automatically be denied. Once completed, please submit this document and proper documentation to LLC@fhsu.edu.

### **Please choose from one of the following:**

I would like to leave the Living Learning Community

I would like to be exempt from the required course listed

### **Please select your reasoning from below and submit the proper documentation:**

#### **A required course already completed. What College & Semester?**

- Documentation required: Official Transcript received by the Registrar's Office

#### **A required course will delay my graduation due to course rotation**

- Documentation that the LLC course will delay major course rotation

#### **My scholarship requirements conflict with the required course**

- Proof of scholarship requirements

#### **Conflicts with a University Policy**

- Indicate which policy and provide documentation

#### **Documented Accommodation**

- Documentation provided by the appropriate University Office.

Please attach this completed form, a summary explaining your request, and supporting documentation at the same time. All responses to your request will be sent to your FHSU email address. Upon receipt of all required documents, a response may take up to one week while documentation is verified.

**\*NOTE- Approval to leave your LLC does not release you from your housing contract.\***

Signature:

Date: