**EXCUSED STATUS APPLICATION**

**Policy:** An initiated member may apply for Excused Status one academic year following her Initiation and for a maximum of three (3) semesters or terms. This status may be granted for any of the following reasons: financial hardship, attendance, non-resident/abroad, academic/professional and special circumstances; 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.

***\*****Please note that being approved for Excused Status does not dismiss members from upholding the terms outlined in a signed Room Agreement.*

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|  |  |  |
| **PRINT:** Last name | First name | Middle name |
|  |  |  |
| Date of Application | Status Start Date | Status End Date |

**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. How is your ability to meet your membership responsibilities being impacted?

1. If granted, what is your anticipated ability to participate while on Excused Status?

1. 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:**

|  |  |
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| This member had an in-person meeting with Honor Board.  If “NO”, please explain: | YES  NO |
| This discussion has been recorded in the Honor Board minutes and submitted to the RCS/CAC/NCC.  If “NO”, please explain: | YES  NO |
|  |  |
| This application has been discussed with the vp: finance and chapter financial adviser.  If “NO”, please explain: | YES  NO |
|  |  |

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 |
|  |  |  |
| Signature of Honor Board adviser |  | Date |