



TEXAS SOUTHERN UNIVERSITY

Division of Enrollment  
& Student Success

## Meal Plan Exemption Request

While Texas Southern University requires all students residing on campus to participate in a meal plan, we understand that there are instances where students may require alternative meal options.

Students may request a Meal Plan Exemption by completing the process detailed below. Incomplete requests that do not have all the required documentation and/or information will not be reviewed for consideration. All aspects of the process must be completed for full consideration. Please note, students are not guaranteed exemption from the meal plan requirement.

For more information about dining plans and their costs, visit <https://tsu.sodexomyway.com>.

### Important

- Exemption requests for the academic year should be submitted no later than February 11th of that year. After this deadline, only exemptions related to newly acquired food-related illnesses will be approved.
- Exemption approvals are only applicable for one (1) Academic Year (fall/spring). The student must re-apply by the deadline for each semester – if still under the meal plan requirement.
- All requests must include the student's name, student ID number, TSU email address, and a selected exemption type.
- Response to requests will only be made to official the TSU student email address.

### Types of Meal Plan Exemption Requests

Students who practice a recognized religion that has limited food requirements, have a documented medical condition (either of which requires a specific diet that cannot be accommodated by Texas Southern University), or are experiencing significant financial hardship, may request to be exempted from the meal plan requirement.

Please note, a meal plan exemption will not be granted solely on the basis of the student's status as a vegetarian/vegan or that food service does not meet a student's personal food preferences.

# Medical Dietary Restrictions

This exemption type is considered for students with documented medical disability(ies) that drastically affect the student's ability to eat from on-campus food locations and requires accommodations which the University cannot provide.

If the exemption request is for Medical Dietary Restriction, the following Disability Services Forms must also be completed and submitted directly to the Office of Disability Services:

- Confidentiality Form
- Initial Conference Notes
- Intake Form

Please note, TSU/Sodexo Dining Services does provide meal options for students who are on special diets and have food allergies (including gluten and dairy). If it is found that your dietary restrictions CAN be met by TSU/Sodexo, you are required to meet with the Sodexo Head Chef to determine an appropriate menu and/or shopping list within 10 business days of receiving the final notice.

# Religious Dietary Observance

This exemption type is considered for students who are committed to practicing a religion that requires a restricted diet.

Students applying for Religious Dietary Observance exemption must do the following:

1. Upload a letter outlining:
  - a. the significance of the religious dietary observance
  - b. what food/food items must be avoided
2. Upload any documentation that supports this exemption request. Documents are uploaded when you complete the Meal Plan Exemption Request form.

Please note, TSU/Sodexo Dining Services does provide meal options for students who are on special diets and have food allergies (including, but not limited to, gluten and dairy). If it is found that your dietary restrictions CAN be met by TSU/Sodexo, you are required to meet with the Sodexo Head Chef to determine an appropriate menu and/or shopping list within 10 business days of receiving the final notice.

## **Appeal Process**

Students wishing to appeal the decision by the Meal Plan Exemption Committee must submit a written appeal to the Assistant Vice President of Student Experience within ten (10) business days after the original decision notification via email.