

FLASHcard Operations
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 104 Kent Student Center, Kent, OH 44242



Petition for Food Contract Release

Name (please print):	Banner ID #:
Local Address:	Local Phone:
Home Address:	Home Phone:
Class Standing: Fr So Jr Sr Gr PHD	Financial Aid? Y / N Transfer Student? Y / N
Students Signature:	Date:

To obtain a contract release, you must prove that there has been a significant unforeseen change in the circumstances since the applicable cancellation date that prohibits you from fulfilling your contractual obligations.

Important Notes:

- 1) All residence hall contracts are for the entire academic year or balance thereof. A resident must have an approved release from the contract in writing to determine changes for the Food Plan.
- 2) The petitioner must state the reason(s) for requesting a release from the contract.
- 3) A letter stating your reason(s) for the petition along with all supporting documentation must be provided. Failure to provide the sufficient documentation will result in the denial of this request.
- 4) Documentation to support the reason(s) must be attached to this petition and returned to the Department of Food Service for Signature.
- 5) Submission of this petition does not ensure an approved contract release.

Items included: Petition / Student's Note (Circle all that apply)	Reason For Petition:
What is the significant and unforeseen change in circumstances?	
Has it occurred since the applicable cancellation date? Y / N	If yes, when?
Does it prevent the student from upholding his/her obligation under the contract? Y / N If yes, How/Why?	
Authorized Signature:	Date:

FOR OFFICE USE ONLY	Date:			
	Action Taken:	Petition: Approved Denied Deferred	Petition: Approved Denied Deferred	
	Initials:			
	Explanation:			
	Effective Date:			
	Refund Amount:			