

 *Office of the Spiritual Formation*

## REQUEST FOR CHAPEL EXEMPTION ~ SPRING 2020

### A very high premium has been placed on the value of our GU community meeting together three times a week! FULL Chapel exemption, may therefore be granted only for a limited number of reasons. The following criteria below will be strictly adhered to this year. To be considered one must:

* ***Be in good standing, i.e., not on Academic, Chapel or Disciplinary Probation***
* ***Meet at least one of the following criteria***

**The Following Conflicts are approved reasons to be granted Full Chapel Exemption:**

1. **Commuting Conflict:** A commuting student who resides OUTSIDE OF BOND COUNTY and is **NOT** ENROLLED IN A 7:30 am or 8:30 am CLASS on M, W, F.

### \*If you live “off Campus” (in an apartment, house, etc.), you still are expected to attend!

1. **Caregiver Conflict:** You are the primary caregiver for your own children (6 years & younger) during the chapel hour. This must be your child, not one you are taking care of.

### Employment Conflict: (40 hours or more per week) in addition to being a FULL- TIME student. IMPORTANT!! ~ Employer MUST SIGN employer portion of application and all company info, must be given as well as a phone number so we can verify employment.

1. **Part-time Student: enrolled in eleven (11) or less credit hours**. (Attach Schedule)
2. **Practicum/Internship/Observation Hrs. Conflict: Approved academic programs (practicum/internship or observation hours (for Education Majors) \*** An email or written note from your professor or advisor about your practicum, internship, or observations hours is REQUIRED for verification purposes.

**WHAT TO DO NEXT:**

1. FILL out this form “Chapel Exemption Application” and return to the office of the Administrative Assistant of Spiritual Formation, **Alisa Gunter in Snyder Hall 102** .
2. \***Attend chapels** until you are notified by email of your exemption.

### Attach a copy of your schedule (this may be printed off of mygreenville. edu)

### Chaplain Gaffner will review your application and notify you of your chapel exemption status, this will be done by email, within TWO weeks from the due date.

**This Exemption is valid ONLY this semester.** You must apply each semester**.**

If you feel that you have a valid reason for exemption that is not listed above, you may still apply for exemption. In the body of the application, explain your situation. Include documentation for the reason(s) given.

**THIS FORM IS DUE on February 7, 2020 ------------------------ NO EXCEPTIONS!!**

**If you turn in late, only partial exemption will be given, in all situations.**

January 2020

**APPLICATION FOR EXEMPTION FROM CHAPEL FOR SPRING 2019**

**FILL OUT ENTIRELY & ATTACH SCHEDULE!**

I hereby apply for exemption from required chapel attendance as indicated:

**SPRING 2019**  I am requesting: **FULL 🖵 PARTIAL 🖵**

 **Please check a box!**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FIRST MIDDLE INITIAL LAST

GU email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Classification □ Fr. □ Soph. □ Jr. □ Sr.**

 **Please check a box!**

Having UNIV 401 or Experience First does **NOT EXEMPT** you from chapel. You will get credit on the days you meet!

My reason for applying for being exempt from chapel attendance is:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(if you need more space to explain – please attach a piece of paper with the rest of your notes.)

NOTE: If your reason for this exemption is **work related**, you MUST complete the following, and be employed at least FULL TIME – 30 hours or more! Even if you are not working 30+ hours a week, but work is included in your reasoning for exemption, PLEASE FILL IN.)

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_ Zip-Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner/Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of hours per week employed from payroll records \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*I certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is employed by us and works the number of hours stated.*

  (Student’s name)

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Owner and/or Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NO REQUEST FOR CHAPEL EXEMPTION WILL BE CONSIDERED UNLESS THE FORM IS FILLED OUT COMPLETELY!** All the REQUIRED supporting documents attached, everything filled out, legible, and signed or it WILL NOT BE ACCEPTED.

The information I have given above is accurate.

I will immediately notify the Spiritual Formation office of any changes in employment and/or schedule, that occurs during the Fall 2017 semester that may affect my eligibility to continue this exemption.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Student’s Signature Date

**OFFICE USE ONLY:**

 **FULLY APPROVED \_\_\_\_\_\_\_ DENIED \_\_\_\_\_\_\_\_ PARTIAL # \_\_\_\_\_\_\_ NOTIFIED \_\_\_\_\_\_\_\_\_\_\_**

January 2019