

Received _____

FAITH IN ACTION CREDIT REQUEST

All requests must be submitted to The Depot or the Chapel Office in McKinzie 129. Chapel credit will not be earned until after all 5 items listed below have been submitted and Chapel Office approval has been given.

A NEW REQUEST MUST BE SUBMITTED EACH SEMESTER

You will be notified of the outcome of your request via your provided e-mail address no later than two weeks from the date your form was received. If you do not receive an e-mail within two weeks, please contact the Chapel Office at 674-2867.

ATTACH LETTER FROM VOLUNTEER SUPERVISOR

INCOMPLETE REQUESTS WILL NOT BE GRANTED

STUDENT INFORMATION

Name _____ Banner# _____
Phone _____ Cell Phone _____ Email _____

A letter from the volunteer organization on letterhead MUST accompany this exemption request form and include the following:

- (1) date of letter, (2) beginning volunteer date, (3) your name, (4) days and time you volunteer, and (5) supervisor signature**

A LETTER WITHOUT ALL 5 OF THE ABOVE ITEMS WILL RESULT IN A DENIAL OF YOUR REQUEST. INCOMPLETE REQUESTS WILL NOT BE GRANTED.

CREDIT INFORMATION

Students will receive one Chapel credit per week, beginning the week they started volunteering. Students who start volunteering the first week of classes will receive 15 credits, the second week 14 credits, and so on.

I certify the information I have given above and attached is accurate and that I will immediately notify the Chapel Office of any change affecting my eligibility to continue this exemption. I have attached a letter with all appropriate information from my volunteer organization.

Signature of Student _____ Date _____

OFFICE USE ONLY: APPROVED _____ BANNER ENTRY _____ NOTIFIED _____
DENIED _____