

Dining Plan Waiver Policy

Purpose

This policy outlines the guidelines and procedures for students requesting an exemption (“Dining Plan Waiver”) from the mandatory University Dining Plan. It applies to all West Virginia University (WVU) students living in university housing and is considered on a semester-by-semester basis.

WVU Hospitality Group provides a wide range of options designed to accommodate most dietary needs and food allergies. Therefore, Dining Plan Waivers are not granted for the following reasons*:

- Financial hardship
- Class, athletic, or employment schedules (*note: NCAA requires student-athletes to maintain a dining plan*)
- Living in university housing with a kitchen
- Personal dietary preferences or patterns (e.g., vegetarian, vegan, organic, low-histamine, Paleo, “clean eating,” seed-oil-free, etc.)
- Lactose intolerance
- Gluten-free diets, including Celiac disease
- Common food allergies (milk, eggs, soy, tree nuts, peanuts, shellfish, wheat, fish, sesame), including anaphylaxis risk (*not airborne*)
- General health conditions (e.g., diabetes, high cholesterol, high blood pressure)

Eligibility

Students with documented medical or dietary needs beyond those listed above should first contact WVU Hospitality Group to discuss available accommodations where you’ll meet with a Registered Dietitian Nutritionist (RDN). WVU Hospitality Group is committed to supporting students with food allergies or specialized dietary requirements and employs a Dietitian to provide individualized guidance and nutrition education.

In rare circumstances where WVU Hospitality Group cannot reasonably accommodate a student’s documented medical or dietary needs, a Dining Plan Waiver may be considered.

Procedure

1. Initial Contact: Registered Dietitian Nutritionists (RDNs)

- Students seeking a Dining Plan Waiver must first contact the RDN(s) through the *Ask a Dietitian* portal; please request an appointment through this link: [Ask a Dietitian - West Virginia University | Elixor Collegiate Dining](#)
- The RDNs will meet with the students to review medical or dietary needs, evaluate dining options available on campus, and determine whether reasonable accommodations can be made within the University Dining system.
- WVU Hospitality Group and the RDNs are committed to offering individualized nutrition support, menu guidance, and education to meet a wide range of dietary needs. This may include but is not limited to: consulting with ordering physician, meeting the chef and managers, ordering by-request meals, scheduling food pick up in some cases, etc.

2. Referral to Office of Student Accommodations (OSA)

- If the Dietitian(s) determine(s) that WVU Hospitality Group cannot adequately accommodate the student's documented dietary needs, the student will then be referred to the Office of Student Accommodations (OSA) to open a case for formal review, link here: [Student Accommodations at West Virginia University](#).
- The student must provide medical documentation from a licensed healthcare provider outlining prescribed dietary restrictions or exclusions. OSA will provide medical documentation with the Dietitians for review and for further consultation for appropriate action.

3. Documentation Requirements

Documentation must be:

- Typed on official letterhead, dated, and signed by the provider
- Include the following information:
 1. Current diagnosis and date of onset

2. Detailed list of medical and/or dietary restrictions
3. Explanation of why WVU Hospitality Group cannot meet these needs
4. Proposed alternative plan for meeting nutritional needs throughout the year
5. Estimated duration of the medical condition or prescribed diet

4. Joint Review and Determination

- OSA and the RDN(s) will jointly review all submitted documentation and determine whether a Dining Plan Waiver is appropriate, or if further accommodations can be implemented within WVU Hospitality Group.

5. Decision and Notification

- Students will be notified via their @mix.wvu.edu email regarding the outcome of their request.
- Incomplete forms or missing documentation may delay or result in denial of the waiver request.
- Dining Plan Waiver Requests are accepted at any time during the semester if new or emergent nutritional needs arise and are considered on a case-by-case and semester basis.

6. Credit Issuance

- If WVU Hospitality Group, OSA, and the reviewing medical professionals determine that the University cannot meet the student's nutritional needs, a Dining Plan Waiver will be granted, and a credit will be applied to the student's account.

**Special consideration may be warranted. All waiver requests are handled on a case-by-case basis.*