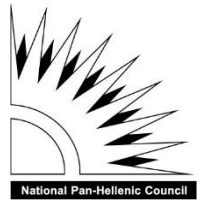




## Alternative Study Hour Request Form

This form must be submitted for each missed study session to Koldus 224  
*Please complete the form in its entirety or the form will not be accepted.*



This form should be only be completed if you are unable to attend NPHC study hours on Sundays 6 pm-9 pm in the Military Sciences Building (Trigon 2<sup>nd</sup> floor) or you are NCAA university athlete. Multiple dates can be submitted on one form if the provider is the same; must be from a valid source, it will be verified by the OFSL Graduate Assistant.

Requestor Full Name: \_\_\_\_\_

Today's Date: \_\_\_\_\_ Phone Number: \_\_\_\_\_ UIN: \_\_\_\_\_

Must select one of the following options:

*Reason for alternative study hours*

- Work schedule does not provide opportunity to attend offered NPHC study hours**  
\*(if you check this box, you must offer an alternative option)
- NCAA university athlete**  
(Please have the Associate Athletic Director of Academic Services sign all documentation)
- Utilizing supplemental instruction at offered study hour time**
- Meeting with instructor for further instruction**
- Paid tutoring services** (Please attach a receipt copy)

Printed Name of Service Provider: \_\_\_\_\_

Title of Service Provider: \_\_\_\_\_ Service Provider Phone Number: \_\_\_\_\_

Date(s) of Study: \_\_\_\_\_

Time(s) In: \_\_\_\_\_ Time(s) Out: \_\_\_\_\_ Total number of hours: \_\_\_\_\_

**Service Provider Comments (ex. Tutors bi-weekly, client leaves early, etc. ):**

**By signing as service provider, I understand I am stating all information on this form is accurate.**

Name of Service Provider Representative: \_\_\_\_\_

Signature of Service Provider Representative: \_\_\_\_\_

**Please use my signature here as a stated agreement that the aforementioned information is correct. I also understand I can be held accountable for any false information on this form:**

Signature of Requestor: \_\_\_\_\_

NPHC Executive Board Use Only

- Request granted
- Further information is needed
- Denied request: (Reason \_\_\_\_\_)