

# Exemption Letter for University

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**Jane Doe**

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**November 8, 2024**

**Boston University**

**Office of the Dean of Students**

**One University Road**

**Boston, MA 02215**

Dear Dean Smith,

I am writing to request an exemption from the on-campus housing requirement for the Spring 2025 semester.

I am currently a junior majoring in Environmental Science. Due to severe allergies and asthma, which are exacerbated by the dormitory living conditions, I am unable to meet the on-campus housing requirement. My doctor has advised that living in a controlled environment off-campus is necessary to manage my condition effectively.

Attached you will find a letter from my physician detailing my medical needs and the recommendation for off-campus housing. This document confirms the necessity of my request for an exemption based on health reasons.

I understand the importance of the requirements set by Boston University and have not made this request lightly. I am prepared to meet and discuss this matter further and provide any additional information or documentation that might be needed to process my request.

Thank you for considering this exemption request. I look forward to your understanding and support. Please let me know if there are any forms I need to complete as part of this process.

Sincerely,

**Jane Doe**

**BU Student ID: 987654321**