

# LAFAYETTE

## ACADEMIC TUTORING AND TRAINING INFORMATION CENTER

### Special Housing Request Form for Current Students

*This guideline has been established to accommodate students with disabilities who have special needs that may impact their residential housing experience.*

All requests for special housing must be submitted to Disability Services along with the supporting documentation. Special housing requests for students with documented disabilities will be assessed on a case-by-case basis. Documentation of a disability **does not** guarantee that an application will be approved. Requests for specific residential assignments cannot be addressed through this process.

#### Guidelines:

Generally, students with the most severe medical needs will be given first priority in securing specialized housing if the student's need/disability significantly impacts their ability to perform activities of daily living. Generally, Learning Disabilities and Attention Deficit Hyperactivity Disorders **do not** warrant specialized housing.

#### Procedure

1. Students must complete the bottom section of this Form and submit it with supporting documentation of disability to Disability Services **no later than March 10, 2014**.
2. The medical professional must complete the Physician Request Form and submit a report and statement of medical need for the Special Housing Accommodation being requested. The Physician providing the documentation must practice in the medical specialty specific to the condition presented in the application. It is further understood that the Physician is an impartial individual who is not a family member nor in a dual relationship with the student.
3. Students must schedule an in-person interview with the Coordinator, Disability Services to discuss the Special Housing Request as part of the application process.
4. Students will be notified about the status of their request by **March 14, 2014**.
5. Students do not need to re-apply each year unless additional accommodations are needed.

Questions or concerns may be directed to:

Rebecca Brenner, Coordinator, Disability Services  
(610) 330-5098 (Office) (610) 330-3065 (Fax)

Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Special Housing Request:

Briefly describe how your area of disability warrants the housing accommodation requested:

I have read and complied with items #1 → #5 listed above. I understand that I must provide supporting documentation to the Office of Disability Services in order to be considered for special housing accommodations. This includes a report and statement of need from the appropriate diagnostician to the Office of Disability Services to support my request.

Signature: \_\_\_\_\_ Date \_\_\_\_\_