

## **Student Request Form for Accommodations**

Date: Name: University ID #:		Term: Pronoun Preferred: (e.g. he/him/his/himself)			
			Drexel Email:		Personal Email:
			Enrollment Status		
Please circle/highlight one	e of the options below:				
Prospective Student	Undergraduate Student	Graduate/Professional Student			
Graduate/ DUCOM	Graduate- Thomas R. Kline	School of Law			
How would you classify	your condition(s) or imp	airment(s)? Select circle/highlight all that apply			
Brain Injury		Attention Deficit Hyperactivity Disorder			
Autism Spectrum Disorde	r	Psychiatric Impairment			
Chronic Health Condition	S	Physical/Mobility Impairment			
Hearing Impairment		Visual Impairment			
Learning Disability					
Other (Please specify):					
Is this condition tempo	rary or permanent? Circ	le/highlight one:			
Permanent	Tem	porary			
Temporary conditions <b>O</b>	NLY				



What are the limitations associated with the previously listed condition(s)? Circle/highlight all that apply:

Seeing	Fatigue
	Reading
Hearing	Thinking/Concentrating
Breathing	Lifting
Eating	C
Sitting	Walking/Climbing Stairs
Sleeping	Finer Motor Control
Functioning of a Major Body Organ or Operation	Standing

Other (Please specify):

Is this the first time you are requesting accommodations through Disability Resources? Circle/ highlight one:

Yes

No

#### **Accommodations Being Requested**

Please list any accommodation(s) that you are seeking: (If unsure, please put "N/A")

This form can be returned in one of the following ways:

*Mail:* Disability Resources 3141 Chestnut Street, Suite 228 Philadelphia, PA 19104

Fax: 215.895.1402

Email/Scan: disability@drexel.edu



### Additional Information About the Disability Resources' Registration Process

#### What other information is needed when requesting accommodations?

- Medical documentation should be accompanied with every request. Our office will not proceed with processing any request until we have received medical documentation.
- <u>Registered Students Only:</u> If you are requesting additional accommodations based on the documentation that you have already submitted, please let us know.

#### What is medical documentation?

Any medical document that describes the official diagnosis for the student and any other services or care that was provided by a medical professional.Documentation must be typed, dated, signed by the medical professional and submitted to Disability Resources on professional letterhead in English.

To learn more information about our documentation guidelines, please select <u>here</u> OR visit our websiteat drexel.edu/disability-resources/

#### Who is considered a medical professional?

Documentation must be completed by a medical professional who has expertise in the area of the specific impairment for which accommodations are being sought. A medical professional is person who is certified and/or licensed to provide health care to a person.

Common examples of a medical professional:

- Doctor/Physician
- Chiropractor
- Therapist
- Psychologist
- Social Worker
- Clinical Dietitian

# What is the next step in the registration process once all the requested information has been received?

Your file will be placed under review, which can take 3-5 business days for a permanent condition or 1-3 business days for a temporary condition. After the review is completed, students will receive an email from one of our Accommodation Coordinator with information pertaining to the next steps. **Please be sure to check your Drexel email account frequently because that is our office communicates with students during the registration process.**