

IF YOU HAVE A SPECIAL NEED FOR AN ACCOMODATION IN YOUR HOUSING

Students with permanent disabilities that require special housing accommodations must request them each year from Sue Duques, Director of the Office of Student Disability Services.

Students with a condition that is NOT permanently disabling who want an accommodation should contact Cate Moffett, Director of Student Health Services or Janet Spoltore, Director of Student Counseling Services, depending on the type of impairment. Included would be conditions that are temporary or less than substantially limiting to a major life activity, such as recovery from an injury, surgical procedure, physical or mental health concerns.

Any student requesting special accommodations by the College regarding their housing must hand in their Housing Accommodation Request form to the appropriate office (see above) **no later than 5:00 pm on Tuesday, January 29, 2008.**

SUBMISSION OF A SPECIAL ACCOMMODATION REQUEST DOES NOT GUARANTEE ITS ACCEPTANCE.

DUE NO LATER THAN TUESDAY, JANUARY 29, 2008:

1. A Housing Accommodation Request must be completed stating the housing need.
2. Documentation from a professional clinician supporting the request must be on file with the appropriate office (see above).
3. **Students who have been granted special accommodations in past years must submit a new application for the coming year.**
4. The Housing Accommodation Committee, which consists of staff from Residential Life & Housing, Student Health Services, Student Counseling Services staff and Student Disability Services staff, will review all requests and confidential information will be limited to those members of the committee.
5. A response to each request will be communicated by Monday, February 11, 2008.

Please note:

- A **granted** request will guarantee that an accommodation will be available. The location or specific house cannot be guaranteed, unless specifically related to the condition.
- Students applying for housing accommodations who are interested in Thematic or Lifestyle housing must complete the Lifestyle or Thematic Housing application which will be available on Camel Web also. Students must indicate whether the Thematic or Lifestyle housing is in direct support of their accommodation need, or a preference independent of their accommodation need.
- Appeals must be submitted in writing to the Director of Residential Life & Housing for consideration by the Housing Accommodation Committee during the final week of spring semester classes.