

Residence Life/Housing Accommodation Request Form

Student Accessibility Services, Concordia University, St. Paul

Learning to live cooperatively is an integral part of Concordia University's mission to "prepare students for thoughtful and informed living". Living with others, learning to share space, and community integration are a part of the campus community and we want students to have those learning experiences in all areas of collegiate life.

Concordia is committed to providing equal access for students with disabilities that **substantially limit a major life activity and significantly affect living arrangements**. *Students* are responsible to provide this information to Student Accessibility Services (SAS) and Residence Life by stated deadlines. Residence Life and SAS staff review all requests individually and determine any possible configurations/alternatives. Final decisions are based on availability of suitable rooms, severity of disability, potential roommate impact, and any undue hardship to Concordia St. Paul.

Unique Considerations:

The availability of single rooms is extremely limited and therefore, granted infrequently. We will first attempt to find someone with similar functional limitations to ensure students have experiences of living with others as much as possible.

Fully accessible housing units are also limited; students with mobility impairments should discuss their options with SAS early in the application process.

Students with asthma or other breathing issues that rise to a disabling level should be aware that most rooms are carpeted, and completely "allergen free rooms" cannot be guaranteed.

Requests to be removed from meal plans: we make every attempt to keep students on meal plans even with allergies or sensitivities so students remain an active part of the dining in the Student Life Center. We work with Sedexho (Dining Services) to accommodate students as much as we are able.

Please complete this form, obtain documentation from your physician and return to Student Accessibility Services by June 1. Requests for housing accommodations received after the deadline may be declined due to space limits or inadequate time to make necessary adjustments.

Name: _____

Class Year: (Freshman, etc.): _____ Date: _____

Request: _____

Reason for Request: _____

Alternative Options if initial request cannot be granted: _____

Information Required with Housing Request Form:

A letter from your physician, psychologist or other professional health care provider stating **why this accommodation is required**, and how the request will ameliorate the impact of diagnosed disability.

- Include diagnosis and treatment plan
- A description of the necessary housing configuration
- Possible alternatives that would be effective as an alternative
- Credentials of the person providing the diagnosis. This must be provided with contact information and be typed on letter head and signed. In addition, the professional must have medical certification and student's diagnosis.

This information should be forwarded to Student Accessibility Services by your application date:

Student Accessibility Services
275 Syndicate St North
St Paul, MN 55104

Confidential Fax: (651) 603-6222
For information call: (651) 641-8272/641-8207
email: SAS@csp.edu