



## OFFICE OF STUDENT ACCESSABILITY

800 West Campbell Road – SSB 3.200

Richardson, Texas 75080

PHONE (972) 883-2098 FAX (972) 883-6561

WEBSITE [www.utdallas.edu/access](http://www.utdallas.edu/access)

EMAIL [studentaccess@utdallas.edu](mailto:studentaccess@utdallas.edu)

### Instructions for Disability/Medical Housing Accommodations

Please read the following information carefully before completing and returning a housing accommodation request form.

UT Dallas provides reasonable housing accommodations to students with documented disabilities, and/or medical conditions. If you have a disability and want to request housing accommodations you must:

1. Submit your online housing application.
2. Submit a completed **Disability/ Medical Housing Accommodation Request Form** to the Office of Student AccessAbility.
3. Submit official medical documentation from a licensed physician to the Office of Student AccessAbility. Please note that medical documentation must clearly support your housing request.

Your Disability/Medical Housing Accommodation Request Form along with your supporting documentation will be reviewed by the Office of Student AccessAbility. If your paperwork is approved, the Office of Student AccessAbility will recommend the appropriate housing accommodation(s) to Residential Life. Approval by the Office of Student AccessAbility does not guarantee housing. All housing decisions are made by Residential Life and are based on availability in housing vacancies. Space is limited and allocated on a first come, first served basis. The earlier requests are made, the more options there are to accommodate student needs.

Some accommodations in various units with the Residence Hall and Apartments include, but are not limited to:

- ADA accessible bedrooms
- ADA accessible bathrooms
- Fire strobe equipped rooms

Other features of accessible rooms vary depending on the location of the apartment or room. Single apartments and private bathroom options are varied and limited. Accommodations are only for your living space. Your resident hall room is not considered your only location for studying, therefore, requests for a single room or apartment based on studying issues will not be considered.

If you know of another student attending The University of Texas at Dallas, and you both would like to be roommates, you can request to be assigned to the same room or apartment.

If you previously received an assignment through this process, and the documentation on file reflects the same condition, you do not need to provide medical documentation again. Please check with Residential Life to be sure that they have the appropriate documentation on file.



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Student ID: \_\_\_\_\_

**Disability and/or Medical Housing Accommodation Request Form**

Please complete this form if you are requesting housing accommodations due to a disability or medical condition.

Please print clearly or type.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Current Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Semester: \_\_\_\_\_ 20\_\_\_\_

Classification:      Freshman      Sophomore      Junior      Senior      Graduate

Disability/ Medical Condition:

Have you received disability and/or medical housing accommodations before?      Yes      No

If yes, when: \_\_\_\_\_ Describe any functional limitations: \_\_\_\_\_

List other criteria you would like us to consider in making your assignment, keeping in mind that these are secondary to accommodating your condition:

You must provide documentation from an appropriate professional describing your disability or medical condition. Select the statement that applies:

\_\_\_\_\_ I have attached the required documentation.

\_\_\_\_\_ Current documentation is already on file at Residential Life.

I have read and understand the Disability/Medical Housing Accommodation Request instructions and attest that all information contained on this sheet is true. I affirm that I am aware that housing is available on a first come, first served basis and that approval from the Office of Student AccessAbility does not guarantee housing.

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