

WASHINGTON AND LEE UNIVERSITY

Request for Accommodation of Disability

NOTE: THIS FORM MUST BE COMPLETED AND SIGNED BY THE STUDENT.

Name: _____

Date: _____

E-Mail Address: _____

School Address: _____

Phone: _____

Home Address: _____ Phone: _____

Describe your disability.

Describe past accommodations granted for your disability:

a. Did you receive any accommodations in high school or at any other college?

Yes ____ No ____ . If yes, please explain. *Note: If requested by the designated administrator, you will need to provide a letter from your high school or other undergraduate college on its official letterhead confirming all accommodations provided.*

b. Were you granted any accommodations for taking the SAT, ACT, or TOEFL examinations?

Yes ____ No ____ . If yes, please specify which test you took and describe the accommodations you were given.

What accommodations are you requesting? (Be specific)

I authorize and request the designated administrator [Title IX Coordinator and Director of Disability Resources (first-year students) or Associate Dean of the College (all other undergraduate students) to consider this request for accommodations and copies of all documentation provided in connection with this request and, only as he/she deem(s) necessary for the evaluation and/or implementation of my eligibility/accommodation, to consult with other educational, medical, or psychological professionals, disclosing such information as he/she/they deem(s) relevant for consultation. I consent to the designated administrator discussing this request and all evaluations and assessments pertinent to my disability with any diagnosing/evaluating professionals.

Requesting Student's Signature _____ Date _____

NOTE: This request cannot be acted upon until you provide sufficient documentation of disability and need for accommodation as required by both the designated administrator and University policy and guidelines. Students need to submit an initial request for accommodations, or a request for modified/additional accommodations, by the end of the first month of the fall or winter term. Students do not need to resubmit a request for previously granted accommodations each academic year, unless the designated administrator determines otherwise. This request and all supporting documents should be delivered or mailed to the designated administrator.