



Accommodation Request Form

The purpose of this form is to assist the University in determining whether, or to what extent a reasonable disability/pregnancy accommodation is required. The Americans with Disabilities Act (ADA) has a three-part definition of disability. Under ADA, an individual with a disability is a person who: (1) has a physical or mental impairment that substantially limits one or more major life activities; OR (2) has a record of such impairment; OR (3) is regarded as having such impairment. Our intent is to be compliant with the law and we make every effort to respond to requests in a timely fashion.

Questions related to the completion of this form or requests for assistance should be addressed to the Assistant Dean of Student Success in Room 120, (636) 230-1817.

The Health Care Provider Assessment portion of this form is to be completed by a medical professional with primary oversight of the qualifying diagnosis or another qualified health care provider. To ensure timely and effective provision of services, accommodations should be requested at least one month in advance. However, requests may be made at any time, and efforts will be made to accommodate eligible requests as soon as possible.

This form is for voluntary disclosure of a disability/pregnancy only. You are not required to complete it unless you are requesting accommodations for a disability/pregnancy.

Eligibility for support services for students requesting accommodations depends upon evaluation of the following requirements by the University.

- 1) Student has been recently assessed within 3 years of the trimester for which the student requests accommodations and is determined to have a functional limitation in the educational setting, and can provide verification of past accommodations in an educational setting.
- 2) Student provides verification of a recent learning disability evaluation as evidence of a functional limitation and need for accommodations in an educational setting.
- 3) Student provides verification of a recent diagnosis of disability, pregnancy, medical or psychiatric disorder (by a state licensed Psychiatrist or Physician) as evidence of a functional limitation and need for accommodations in an educational setting
 - a. Evaluation and diagnosis should also be accompanied by specific recommendations for accommodations in the educational setting.
 - b. Accommodations in this category will be granted and extended for the remainder of the current trimester only.

Student Must Complete

Name: _____

Address: _____ City, State: _____ Zip: _____

Phone: _____

Briefly describe the nature of your accommodation request: _____

Have you previously received academic accommodations in school? Yes: _____ No: _____ If yes, please explain:

Date of your most recent psychoeducational or medical evaluation: _____

Note: This application cannot be processed until pertinent documentation of a disability has been provided. To ensure the provision of reasonable and appropriate accommodations, students requesting these services must provide comprehensive documentation of their disability/pregnancy to satisfy the eligibility requirements listed above.

Has a physician, vocational rehabilitation specialist or other qualified health professional recommended a specific accommodation? If so, please describe the service(s) received, the name of the health provider and his/her phone number.

Specific accommodation: _____

Health provider: _____

Phone: _____

By my signature below, I authorize the release of all relevant information, records and documentation to Logan University for the purpose of determining my eligibility for disability/pregnancy accommodations related to my enrollment or participation in courses, programs, or activities offered by the University. I understand that select administrators and faculty with a need-to-know as determined by the University will have access to review copies of all documentation provided.

Student Signature: _____ Date: _____

Print Name: _____

The following pages are to be completed by the doctor or other medical professional that diagnosed the condition.

Health Care Provider Assessment

Please provide the following information for the student (attach additional sheets if needed):

I. Diagnosis and Date: _____

Level of severity and longevity: _____

II. Testing: Procedures, measures, and observations used to make the diagnosis.

(Please include copies and scores of all diagnostic test batteries if applicable)

Was medication prescribed for a disability? Yes: _____ No: _____ If yes, what? _____

Amount and frequency of administration: _____

Response to medication: _____

III. Assessment: Describe the student's functional limitations in a post-secondary educational setting:

IV. Recommended Accommodations and Rationale: What recommendations do you make regarding effective accommodations to equalize this student's educational opportunities at the post-secondary level? (Describe the services and accommodations in exam administration, classroom or student activities or adjustment of classroom physical environment):

Please include and attach any information you have on learning disability testing, intellectual functioning, and/or academic problems, which you feel we should know in order to assist the student:

Thank you for your prompt assistance in providing this information. Please return this form to:

Assistant Dean of Student Success
Student Services
Logan University
1851 Schoettler Rd.
Chesterfield, MO 63017
Fax - 636-207-2407

Providers' Name and Credentials: _____

Address: _____ City, State: _____ Zip: _____

Phone: _____

Signature: _____ Date: _____