

Accommodation Request Form

To request accommodations as a Brescia student this form must be filled out accurately and completely and be returned to the Office of Disability Services at Brescia University (disability.services@brescia.edu).

Please fill out your name, the request date, the diagnoses you are requesting accommodations for, and the accommodations you are requesting. If you are unsure of what accommodations you are requesting, please leave the box empty.

Full Name:

Date of Request:

Please disclose any diagnoses that you are requesting accommodations for:

Please list the accommodations that you are requesting:

When you submit this request form, the Office of Disability Services will contact you for an interview. The interactive process of the Office of Disability Services is as follows:

- The student will submit a request form
- The student will submit requested documentation to the Office of Disability Services
- The Office of Disability Services will schedule an interview to discuss your accommodations
- The student will be provided with an accommodation letter.
- The student will send approval for the letter to be sent to a list of their instructors.
- The Disability Services Coordinator will then send your letter to each instructor.

Each module or semester

The student will need to request a new letter from the Office of Disability Services by email.

Signature:

Cell Phone Number:

Brescia University
Office of Disability Services
717 Frederica Street
Owensboro, KY 43201
disability.services@brescia.edu