STUDENT REQUEST FOR ACCOMMODATION

Students experiencing barriers to participation in a University activity due to a characteristic protected under provincial human rights legislation are entitled to accommodation to reduce or eliminate such barriers.

Accommodation Policy for Students

- You should make a request for accommodation as soon as possible, or once a barrier is identified. Requests for accommodation should be made prior to each academic year.
- Your request for accommodation will be approved once supporting documents (e.g. medical forms, physician letter, psycho-educational assessment) are received by the Centre.
- An appointment with an advisor will be REQUIRED as part of the initial decision making process. An appointment to assess effectiveness and application of accommodations may be required when returning students are in academic difficulty.
- We will contact you to schedule an appointment upon receipt of your request for accommodations.
- If you are a returning student and are not requesting changes, write on the back sheet “No Changes”.

I am requesting accommodations for the following Year/Term:

Fall _______ (YYYY)  Winter_________ (YYYY)  Summer ________ (YYYY)

REMINDER: Accommodations are not automatically renewed. You need to complete this REQUEST FOR ACCOMMODATION form annually and for every academic year you require accommodation.

RELEASE OF INFORMATION

I understand that the details of my Request for Accommodations, including supporting documentation, shall be treated as strictly confidential, and shall not be disclosed to other persons without my consent except and to the extent that such disclosure is reasonably necessary for the effective implementation of the accommodation plan.

__________________________________________   ________________________________
Student Signature                                      Date
In your own words, please identify potential obstacles in your daily learning at Dalhousie. Give specific examples of accommodations that have been successful in reducing barriers for you in the past. We will help to develop an accessibility plan based on the information provided here, supporting documentation (see previous page), our current practices, and your program of study. If this form is inaccessible, we will accept an oral narrative (e.g. audio recording).

**Test/Exam**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**Classroom**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**Others (including living in residence)**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Submit this completed form to the Student Accessibility Centre as early as possible.

This will enable appropriate and timely accommodations to be put into place.

**A DECISION CONCERNING YOUR REQUEST WILL BE EMAILED TO YOUR DALHOUSSIE EMAIL ADDRESS.** Check your Dalhousie Email on a regular basis.

For office use only:

<table>
<thead>
<tr>
<th>Date request rec’d at SAC:</th>
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<tbody>
<tr>
<td>Date of appointment:</td>
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<tr>
<td>Appt with advisor required:</td>
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<tr>
<td>Name of Advisor:</td>
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Student Accessibility Centre (SAC) • Killam Memorial Library Ground Floor, Rm. G28 • 6225 University Ave • PO Box 15000 • Halifax NS • B3H 4R2 • Canada
Ph: 902-494-2836 • Fax: 902.494.6797 • Email: access@dal.ca • Web: www.dal.ca/access