
The following guidelines have been developed to provide necessary information to the Student Access Center when requesting a campus housing accommodation.

For documentation guidelines related to all other accommodation requests, see <https://www.une.edu/student-access-center/request-for-accommodations>

Documentation is required to provide adequate information that establishes the presence of a disability and the functional impact on major life activities, specifically related to housing. The disabling condition must substantially restrict access to the residential educational environment and/or residential activities unless reasonable accommodations are provided.

The healthcare professional providing documentation for the student must be qualified to diagnose the disability and recommend appropriate accommodations. The name, title, and professional credentials of the provider, including information about license or certification, area of specialization, and state in which the individual practices, must be clearly stated in the documentation. It is not appropriate for professionals to provide documentation for members of their families. All submitted documents should be on letterhead, typed, dated, signed, and otherwise legible.

A diagnosis alone will not necessarily establish disability status or warrant accommodations under state and federal laws. Accommodations must be necessary, reasonable,

- 4) Inclusion of prescribed medications and any prescribed interventions that have successfully alleviated the symptoms of the disabling condition.
- 5) All recommendations for accommodations must be justified and supported by a clear link between the request and the student's functional limitations.

Important notes:

Accommodations are meant to offset the impact of the disabling condition and do not include interventions that are remedial; needed for personal study or care; or designed to ensure desired outcomes.

Self-report, self-assessment, or brief screening tools alone are not sufficient sources of documentation of a disability.

All documentation, which will remain confidential under the scope of the pertinent laws regarding post-secondary education, can be submitted via ground mail, email, or fax:

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Biddeford, ME 04005
Fax: 207-602-5971
Email: bcstudentaccess@une.edu