



# Student Request Form for Accommodations

## Personal Identification and Contact Information:

Date: \_\_\_\_\_

Term: \_\_\_\_\_

Name: \_\_\_\_\_

Pronoun Preferred: \_\_\_\_\_

University ID #: \_\_\_\_\_

*(e.g. he/him/his/himself)*

Drexel Email: \_\_\_\_\_

## Enrollment Status:

Please circle/ highlight one of the options below:

Undergraduate Student

Graduate/ Professional Student

Graduate/ Thomas R. Kline School of Law

Graduate/ DUCOM

## Classification Status:

Please circle/ highlight one of the options below:

Freshman

Sophomore

Pre-Junior

Junior

Senior

Grad/ Professional

## How would you classify your condition(s) or impairment(s)? Circle/ highlight all that apply:

Brain Injury

Attention Deficit Hyperactivity Disorder

Autism Spectrum Disorder

Psychiatric Impairment

Chronic Health Impairment

Physical/Mobility Impairment

Hearing Impairment

Visual Impairment

Learning Disability

Other (Please specify): \_\_\_\_\_

## Is this condition temporary or permanent? Circle/ highlight one:

Permanent

Temporary

## Temporary conditions **ONLY**

Please indicate the expected time required for recovery: \_\_\_\_\_



What are the limitations associated with the previously listed condition(s)? Circle/highlight all that apply:

- |  |                         |
|--|-------------------------|
| Seeing   | Fatigue                 |
| Hearing  | Reading                 |
| Breathing                                      | Thinking/Concentrating  |
| Eating   | Lifting                 |
| Sitting  | Walking/Climbing Stairs |
| Sleeping                                       | Finer Motor Control     |
| Functioning of a Major Body Organ or Operation | Standing                |
| Other (Please specify): _____                  |                         |
| _____  |                         |

Is this the first time you are requesting accommodations through Drexel's Office of Disability Resources? Circle/ highlight one:

Yes

No

**Accommodations Being Requested:**

Please list any accommodation(s) that you are seeking:

\_\_\_\_\_  
\_\_\_\_\_

*This form can be returned in one of the following ways:*

***Mail:***

Disability Resources  
3141 Chestnut Street, Suite 228  
Philadelphia, PA 19104

***Fax:*** 215.895.1402

***Email/Scan:*** disability@drexel.edu

## Additional Information About the Disability Resources' Registration Process

### What other information is needed when requesting accommodations?

- Medical documentation should be accompanied with every request. Our office will not proceed with processing any request until we have received medical documentation.
- **Registered Students Only:**  
If you are requesting additional accommodations based on the documentation that you have already submitted, please let us know.

### What is medical documentation?

Any medical document that describes the official diagnosis for the student and any other services or care that was provided by a medical professional. Documentation must be typed, dated, signed by the medical professional and submitted to Disability Resources on professional letterhead in English.

To learn more information about our documentation guidelines, please select [here](#) OR visit our website at [drexel.edu/disability-resources/](http://drexel.edu/disability-resources/)

### Who is considered a medical professional?

Documentation must be completed by a medical professional who has expertise in the area of the specific impairment for which accommodations are being sought. A medical professional is person who is certified and/or licensed to provide health care to a person.

Common examples of a medical professional:

- Doctor/Physician
- Chiropractor
- Therapist
- Psychologist
- Social Worker
- Clinical Dietitian

### What is the next step in the registration process once all the requested information has been received?

Once both the form and documentation are received, your request will enter our review process, which typically takes **5–7 business days or 1-3 business days for a temporary condition**. After the review is complete, an accommodation coordinator will contact you via your Drexel email to outline next steps or schedule an appointment to discuss your request in more detail.