



## REQUESTING TEMPORARY ACCOMMODATIONS

**The Disability Services Program (DSP)** reviews requests for and facilitates accommodations for enrolled students. When approved, accommodations are provided at no cost to the student who has a documented disability/medical condition as required by the Americans with Disabilities Act (Amendments Act), and Section 504 of the Rehabilitation Act.

**TEMPORARY** academic accommodations may be provided for an illness, injury, condition or other circumstance where a major life activity is substantially affected for a limited time when deemed appropriate by the DSP. Examples include but are not limited to; broken limbs/hands; concussions; acute stress or adjustment disorder; and post-traumatic stress disorder. *Third-party documentation may be required from your healthcare or mental healthcare provider(s).*

**Typically, temporary accommodations do not exceed the duration of the condition or 1 term of enrollment.**

Temporary accommodations *may include* but are not limited to:

- ◆ Extended time testing,
- ◆ Alternate format text,
- ◆ Note-takers,
- ◆ Extensions on Assignments and/or Extra Absences (when needed & appropriate).

Often the reasons for temporary accommodations are not evident to others; the DSP does not disclose the reasons for accommodations to instructors or anyone who does not have a legitimate educational need to know.

The DSP does need to have an understanding of the reasons you need accommodations (academic/classroom, housing, or campus activities) therefore you will need to provide basic information on the Request for Temporary Accommodation form attached. Complete and return to DSP Request for Temporary Accommodation form with appropriate documentation. Documentation guidelines can be found on the DSP website at [www.du.edu/dsp](http://www.du.edu/dsp).

**Please contact DSP if you have any questions regarding the accommodation process.**



**Request for Temporary Accommodation Form**

***The University of Denver holds these requests and information private. Only the DSP and faculty or staff that have a direct need to know will be aware of your enrollment with the DSP and use of accommodations, not the reason why. Use of accommodations is not included in your permanent academic records.***

Name: \_\_\_\_\_ DU ID \_\_\_\_\_ D.O.B. \_\_\_\_\_

Local / or Campus Address: \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): (c) \_\_\_\_\_ (h) \_\_\_\_\_ E-mail: \_\_\_\_\_

Major: \_\_\_\_\_ Circle one: Undergraduate Graduate Law Non-degree

1. **Primary Reason for Request (illness, injury, condition or other circumstance)**
2. **Anticipated or Expected Duration**
3. **Other Medical/Physical/Psychological/ADHD/Learning or other disability to be considered?**
4. **What are some of the challenges you are currently having in the classroom or with coursework?**
5. **What accommodations do you think will help – modifications and/or supports?**
6. **Are you taking any medication and/or experiencing any side effects that may impact your learning/concentration? No\_\_\_ Yes\_\_\_** If yes, medication(s) \_\_\_\_\_  
If yes, side effects? \_\_\_\_\_

**Rights and Responsibilities – Memorandum of Understanding and Agreement**

I understand, and agree to adhere to, the policies / procedures as described in the DSP Student Handbook. The DSP (or SOS / CAPE staff if applicable) can assist with understanding the accommodations process. I also agree to permit the DSP to contact faculty and staff with a need to know, as needed, to relay information regarding my accommodations – reasons for approval of accommodations not provided unless relevant.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**ID**

\_\_\_\_\_  
**Date**

**Family Educational Rights & Privacy Act:** If you want us to share accommodation/disability information with parties outside of the University of Denver, you must sign a Release of Information. See the Registrar website -- <http://www.du.edu/registrar/general/privacypolicy.html>.