

Residential Living Accommodation Documentation Guidelines

ADA Residential Living Accommodations are provided to ensure equal access to and equal opportunities in regard to the University's programs and services. Students with documented disabilities can apply for these accommodations at Stetson University.

The Accessibility Services Center (ASC) approves these accommodations based on **need, not availability**. If an accommodation is approved but not currently available in the Residence Halls, the Residential Living and Learning Office will work collaboratively with the student and the Accessibility Services Center to determine alternatives.

Residential Living Documentation must include **ALL** the following in order for the process to move forward:

- Be in the form of a letter or report from a physician, psychologist, psychiatrist or other medical provider who is qualified to make the diagnosis and is currently treating you for the disability for which you are requesting a residential living accommodation.
- The documentation must state how long you have been under the provider's care.
- The documentation must be on official letterhead.
- The documentation must include the treating provider's signature and license number.
- **All documentation requires the following:** definition of the disability/diagnosis/condition, the functional limitation(s) it causes, and the severity of the limitations in comparison to someone without the impairment.
- Explain how the condition relates to your request for residential living accommodation. **There must be a direct link established between the condition and your requested residential living accommodation.**
- Clearly state a specific residential living accommodation recommendation because of the condition.
- Include possible alternatives if the requested accommodation is not available.

Documentation must be uploaded by the student to the Accommodation portal with their application for accommodations.