



Office of
Student Affairs

Disability
and Learning
Resource Center

Accommodation Request Form

If you are a student currently registered with the DLRC and have received accommodation letters for a prior semester and you are not requesting any changes, please complete the form below to request letters for the present semester.

*Students who are deaf or hard of hearing please use the DHH request form.

On-line submissions are not secure. It is unlikely this form would be intercepted, but if utmost confidentiality is a concern please use the PDF version which can be submitted in person, by mail, or by fax.

After the form is submitted, your request will be processed and your accommodation letter will be delivered to the email address you indicated on the request form. **Important note: you are responsible for printing copies of the letter to deliver to your instructors.**

Please make sure you have completed all fields before submitting. You should see an acknowledgment of your submission. If you do not see an acknowledgment, contact the DLRC at: 312 499-4278 or TTY 312 499-4287

Accommodations requested for: [Fall, Spring, Summer, Winter] [2009, 2010]

SAIC ID#:

Student Name:

Address:

City:

State:

Zip:

Cell Phone:

Preferred Email Address:

I acknowledge that I am responsible for the printing and delivery of my accommodation letters. I understand that, in order to address my request for accommodation, DLRC staff may discuss information relevant to the recommended accommodation, including certain disability information about me, with appropriate SAIC personnel. I acknowledge that, as with all SAIC activities, I am required to comply with the SAIC Student Code of Conduct, including the responsibility to accurately represent my circumstances." A mark in this box signifies my acceptance of the above statement.