Liberty University

Instructions for Requesting Housing Disability Accommodations

1. Student completes Section 1 of the Housing Disability Accommodation Request Form.
2. Student has their health care provider fill out Section 2 of the Housing Disability Accommodation Request Form.
3. Both sections of the Housing Disability Accommodation Request form are delivered to the Office of Disability Academic Support (ODAS) via mail, fax, scan/email, or in-person.
4. ODAS reviews the completed form during the next Housing Disability Accommodation Committee meeting.
5. ODAS notifies the student of the committee’s decision, in writing, via email or letter.

The Housing Disability Accommodation Committee will review the merits of each completed application on an individual basis. Starting this process does NOT guarantee that accommodations will be approved. Due to limited availability of housing options, the failure to submit a request three months prior to arrival to the University may result in accommodations being unavailable, even if there is a recommendation of ODAS. Please note that accommodations are only for your LIVING SPACE. Your residence hall room is not deemed your only location for studying, therefore requests for a single room based on studying issues will not be considered.

All required documentation must be completed and submitted to ODAS for request to be considered.

Updated documentation from Section 1 & Section 2 is required to be submitted each year the student resides on campus.

☐ Requests for special accommodations must be submitted each academic year the student resides on campus.
☐ Student agrees that all information provided with this request may be reviewed, as needed, by appropriate University staff.
☐ Roommate request will be considered, but cannot be guaranteed.

Name (Print): ____________________________________    Date: ________________
Signature: ______________________________________________

Revision 1/2013