



STUDENT HOUSING
ONE SHIELDS AVENUE
DAVIS, CALIFORNIA 95616-8712

SPECIAL ACCOMMODATION REQUEST

To be completed by the resident. Please print clearly.

Submit the completed form and all required supporting documentation to the UC Davis Student Housing office.

Date of Request: _____ Student ID: _____

Resident Name: _____
LAST FIRST M.I.

Email Address: _____ Phone Number: _____

Housing Type: Residence Halls SHA Solano Park

Select the type of special accommodation requested and provide the necessary information listed.

Physical Disability/Mobility Related (*non Service Animal requests*)

- Provide a personal statement explaining the accommodation you are requesting and the relationship between the requested accommodation and your disability.
- Provide medical documentation as verification that you have a disability and your requested accommodation is necessary.

Service Animal*

- Please provide a response to the following questions:
 - Is the service animal required because of a disability? Yes No
 - What task(s) has the dog been trained to provide?

Emotional Support Animal*

- In addition to this form, complete the **Support Animal Request Packet**.
The Packet can be found here: <http://housing.ucdavis.edu/pdf/s/emotional-support-animal.pdf>

***NOTE: No animals are allowed in residence until the request has been approved in writing by Student Housing.**

Dietary Needs

- Provide a personal statement with a detailed explanation of your specific dietary needs.
- Provide medical documentation as verification of the special dietary accommodation(s) requested.

NOTE: Single food allergies are usually not a problem, but multiple allergies may involve special menus.

Gender Inclusive Housing (Customized)

In order to ensure a housing environment that is affirming with regards to gender identity, we offer customized housing assignments when needed. If you would like a customized assignment, please provide a brief paragraph about the configuration that would work best for you.

Other (health, medical, emotional related, etc.)

- Provide a personal statement with a detailed explanation of your special accommodation request
- Include any supporting documentation from a medical professional that demonstrates a connection between your special accommodation request and your need.

INFORMED CONSENT FOR RELEASE OF INFORMATION

This release will remain in effect while you are a resident of University housing.

I, _____, authorize University of California Davis Student Housing to discuss my accommodation(s) with applicable administrators, faculty and staff who have a legitimate need for the information on a limited, need-to-know basis, solely for the purpose of evaluating or implementing accommodations for my disability. I understand that all other information, including personally identifiable information, regarding my request will be protected and kept private in accordance with University policy, except as otherwise required by law.

Signature: _____

Date: _____

Completed Special Accommodation Requests will be forwarded to the Special Housing Assignments Consultant to review the documentation and make a decision on behalf of Student Housing. UC Davis Student Housing attempts to honor all requests for special accommodations. If additional information is necessary, the student will be contacted directly.

Submit the special accommodation documentation in person, by fax, scan & email, or by mail to:

University of California Davis
One Shields Ave, 160 Student Housing
Davis, CA 95616-8712
ATTN: Special Housing Assignments

Fax (530)752-4345
Email: SpecialAccom@ad3.ucdavis.edu

Additional information regarding supporting documentation:

Personal Statements:

In your statement, please address the specific housing accommodation(s) you are requesting, and explain why the accommodation is needed.

Medical documentation:

All requests (with the exception of Gender Inclusive Housing) are based on disability. Disability-related requests (with the exception of *Service Animal* requests) require medical documentation to support the need for your accommodation(s).

All documentation should:

- (1) Verify the presence of a disability (i.e. a physical or mental impairment that limits one or more of the major life activities);
- (2) Verify functional limitations due to the disability, including the probable impact on your current/future living situation; and,
- (3) Address how long the condition is expected to last.

Credentials of the diagnosing professional must be listed on the document. Qualified diagnosing professionals may include: licensed physicians, psychologists, or other appropriate clinicians/specialists that have expertise in the diagnosis of your current condition, and follow established practices in the medical field.

Because disabilities and medical conditions can change over time, we ask that all documentation be current and specific. The University reserves the right to request supplemental information in order to verify a resident's current functional limitations.

Additional requirements for content of medical documentation, based on request type –

- For **Mobility** Accommodations: For disabilities or disability-related need(s) that are not readily apparent, Student Housing requires documentation verifying your disability-related need(s). Documentation for requests regarding walking restrictions must include specific distance limitations.

NOTE: The UC Davis campus spans 9 sq-miles, and residential areas are located centrally.

- For **Dietary** Accommodations, documentation should consist of:
 - (1) Severity of condition, including a verification of what type of reactions are experienced; and,
 - (2) Verification of what the recommended accommodations for this condition are.

NOTE: For food allergies unrelated to any other medical conditions, laboratory results are a suitable form of medical documentation.

- For **Psychological/Health Related** Accommodations (including **Emotional Support Animals**), documentation should consist of:
 - (1) Verification of history of relationship with the clinician, including assessment dates; and,
 - (2) Verification that the request is reasonable by demonstrating how the accommodation will mitigate the functional limitations of your disability.

NOTE: For ESA requests, documentation must also include:

- (3) An explanation of how the clinician came to the conclusion that a support animal is necessary; and,
- (4) Verification that you can responsibly care for the animal.

Questions regarding supporting documentation for Special Accommodations can be addressed via phone or email:

(530) 752-2033 | SpecialAccom@ad3.ucdavis.edu