

Student Housing Accommodation/ Modification Application

Campus housing at the University of Maine is an independent and highly social environment comprising shared living space, common access bathrooms, and a wide variation in noise level. Students with a documented disability that impacts them in campus housing can request a housing accommodation or modification through the procedure outlined below.

- I. Student submits an online application to Housing <https://umaine.edu/housing/log-in-to-myhousing/>. Your request for an accommodation will not be approved if you do not fill out the online housing application.
- II. Student fills out the *Student Housing Accommodation/ Modification Application* that explains the disability related reasons for the accommodation and submits it to Disability Support Services (pg 2).
- III. Student's doctor or clinician completes the *Disability Documentation Form for Accommodation in UMaine Housing* and sends it directly to SAS to be reviewed.
- IV. Student schedules a meeting either in person or via phone to discuss the housing request
- V. The application and documentation is reviewed (the request will not be reviewed until all materials are received). Student will be notified via telephone or email if further information is required.

The deadline for returning students currently living on campus for Fall 2020 occupancy is **February 1, 2020**. The preferred submission date for new first year or transfer students planning to live on campus at UMaine is **May 1, 2020**. This allows time to consider the request and coordinate placement. *If the request is made fewer than 60 days before the individual intends to move into University housing, UMaine cannot guarantee we will be able to meet the individual's accommodation needs during the first semester or term of occupancy.*

NOTE: Questions may arise during the processing of this application. **Please obtain a Release of Information form between your Medical Provider and University of Maine Student Accessibility Services** in order to expedite the conveyance of the information.

Yearly Review: A review of a previously approved housing accommodation is required each academic year and updated documentation may be required.

- VI. Student is notified of the decision regarding their request. Roommate preferences cannot be accommodated, as part of a disability/medical needs accommodation.
- VII. Appeal Process – When a request for a housing accommodation is denied the student may appeal this decision to the Office of Equal Opportunity, North Stevens Hall, University of Maine, Orono, ME 04469, 207.581.1226, Fax: 207.581.1214

NOTE: Submitting a request does not guarantee an accommodation. Accommodations are approved based on careful review of the documentation and student application provided.

To request a meal plan modification/exemption students should contact the Dining Services. 103 Hilltop Commons. UMaine, Orono, ME 04469. Director of Culinary Services or Dining Services Registered Dietitian, 207.581.4712, fax 207.581.4714, um.dining@maine.edu, <https://umaine.edu/dining/nutrition/>

If you have specific questions about the residence hall rooms please contact the Housing Office, 103L Hilltop Commons, UMaine, Orono, ME 04469, 207.581.4580, um.housing@maine.edu, umaine.edu/housing.

Student Housing Accommodation/ Modification Application

Name: _____ MaineStreet ID# _____

Date of Birth: _____ Email: _____

Cell Phone: _____ Home Phone: _____

Permanent Address _____

City: _____ State: _____ Zip: _____

Semester/Year for which Housing Accommodation is requested: _____

If requesting accommodations for summer session list session dates _____

Year: _____ First Year _____ Sophomore _____ Junior _____ Senior _____ Transfer _____ Grad _____

Please describe your disability in your own words?

How does your disability affect your living in the residence hall?

What accommodation(s) are you requesting in campus housing for your disability?

How will your requested accommodation(s) support or mitigate the impact of your disability?