For a student resident to be considered for a disability-related housing accommodation at UW-River Falls, the student is required to have a documented disability as defined by the Americans with Disabilities Act (ADA). Before applying, an individual seeking such an accommodation should review and understand the necessary, basic requirements described below to identify if they meet the ADA criteria.

Under Section 504 of the ADA, disability is defined as a physical or mental impairment that substantially limits one or more major life activities, such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, or working. "Substantially limits" generally means that a person is unable to perform a major life activity that the average person in a general population can perform. The definition also considers any mitigating measures, such as medication or therapy the person is engaging in that may relieve the substantial limitations caused by the impairment.

1. **Complete the New Student Application** found on the Ability Services homepage, www.uwrf.edu/AbilityServices. A confirmation email is sent when the application is received.
   
   Supply supporting documentation, extensive in identifying how the disability affects the student resident. You can proceed to step 2 without it, but final consideration isn’t possible until documentation is received.

2. **Make an appointment with Ability Services** to identify personal needs, barriers, and history of disability. The student does initiate and engage with Ability Services staff throughout this process.

   Self-reporting is crucial in aiding in the determination of all disability-related housing accommodation requests. Disclosure forms are available to assist you in this process. Understand this is rarely a quick decision. Please allow enough time for staff to review documentation, meet with the Residence Life Disability-Related Housing Accommodation Committee, and relay findings back to you. The committee meets bi-monthly to review requests. Applications are accepted throughout the years. The accommodation fulfillment deadline is approximately 30 days prior to the end of each semester.

   A completed form from a clinician or doctor is required to support each accommodation request and does not guarantee approval. Completion of the application simply means the resident has completed the basic requirements to be considered for review.

3. **Eligibility for housing accommodations** are based on the student following the above process, providing supporting documentation for the specific request, and ultimately the findings of the committee. Student residents will be made aware of decisions within 48 hours of the committee meeting.

   Residents will be notified of the decision by the Residence Life Assistant Director of Business Operations and Facilities.

   Please recognize the process begins with the student initiating communication with Ability Services and is concluded with communication between Residence Life and the student. The Ability Services office secures personal, confidential information in compliance with HIPPA privacy rules.

   A resident may appeal the committee’s decision of a denied request by completing the “Statement of Appeal Form” and submitting it to the Director of Residence Life. The appeal will be reviewed within 14 days of receipt. The Director of Residence Life will notify the student resident of the final decision.