

HOUSING ACCOMMODATIONS

Florida Atlantic University (FAU) provides housing accommodations for students with a documented qualifying medical, physical or psychological disability on a case-by-case basis. To be considered for a housing accommodation, the student must register with Student Accessibility Services (SAS).

DEADLINES

Deadlines to apply for a housing accommodation are **June 1** for the fall semester and **November 1** for the spring semester. After these dates, applications are accepted, but FAU cannot guarantee the accommodation request can be met, even with proper documentation. *Housing accommodations are subject to room availability.*

REGISTERING WITH SAS

1. Complete an Application for Academic Accommodations located on the SAS website at:
<https://clockwork.fau.edu/ClockWork/user/intake/default.aspx>.
2. Submit appropriate documentation of the disability with the application.

Documentation on prescription pad is not accepted. IEPs/504 plans are not acceptable as documentation. Documentation requirements are firm.

DOCUMENTATION REQUIREMENTS

All students requesting a housing accommodation are required to submit a Housing Verification Form completed by a qualified clinician (listed on the form). The form is available on the SAS website <http://www.fau.edu/sas/Forms.php>.

Documentation must include:

- Must be in the form of a letter or report from a provider qualified to make the diagnosis.
- Qualified providers include medical doctors or specialists appropriate for the medical or physical condition; a licensed psychiatrist, psychologist, or clinical social worker for psychological conditions.
- The documentation must be on official letterhead and should be signed and dated within the last two years. Attach a copy of the provider's business card.
- A specific diagnosis is required as well as the student's current condition, the date and summary of the most recent evaluation, and the expected duration of the condition.
- State the current impact, or functional limitations, imposed by the condition on the student's living situation and/or academics.
- Explain how the functional limitations of the condition relate to the requested housing accommodation. There must be a direct link established between the

functional limitations of the condition and the requested housing accommodation.

- Clearly state a specific housing accommodation recommendation as a result of the condition.
 - Include possible alternatives if the requested accommodation is not available.
 - Provide evidence the clinician is currently treating the student for the condition for which the accommodation is requested.
-

APPLICATION REVIEW

Once the Application for Academic Accommodations and documentation are submitted, they will be reviewed by SAS. *Incomplete applications are not accepted.* The student will be notified if any documentation is missing and will be asked to submit additional documentation. *The cost for obtaining additional documentation is the student's responsibility.*

The student will then meet with an SAS consultant for a collaborative interview when the application is complete. *It may take one to two weeks for the Application for Academic Accommodations to be processed, even with adequate documentation. If the documentation is inadequate, processing time will increase.*

HOUSING ASSIGNMENT

If the housing request is approved, SAS will write a letter to the Department of Housing and Residential Life (DHRL) specifying a housing recommendation. The DHRL will determine a specific room assignment. There is no need to reapply every year for the housing accommodation, though the room assignment may change from year-to-year. SAS has no influence on a specific room, residence hall, or roommate assignment. The DHRL should be contacted with questions or concerns about a room or roommate assignment and/or housing contract.

FAU is unable to:

- Provide a low distraction living environment accommodation based solely on a diagnosis of ADHD or a learning disability.
- Honor housing accommodation requests for a specific room, residence hall or roommate assignment.
- Provide a dust, mold, chemical, animal or allergen-free housing accommodation.

SERVICE ANIMALS

Service animals do not need to be registered with SAS; however, students *must* schedule an appointment with an SAS consultant to provide current vaccination records for their dog. SAS can explain that the student may be eligible for academic accommodations and how to apply for these services. To request academic accommodations, please follow the application procedure explained previously and/or refer to the SAS *Service Animals* brochure: www.fau.edu/sas/Brochures.php.

EMOTIONAL SUPPORT ANIMALS

Emotional Support Animals (ESAs) are not considered service animals under the Americans with Disabilities Act. These support animals provide companionship, relieve loneliness, and alleviate symptoms of documented psychiatric disabilities and mental impairments. Unlike service animals, ESAs **do not** have special training to perform specific tasks to assist people with disabilities.

In accordance with Florida State laws:

- (828.30) All dogs, cats, and ferrets (including Service Animals) on campus are required to have current rabies vaccines and wear rabies vaccination tags.
- (413.08 – 6b) **If a person is approved for a housing accommodation, they may be requested to provide proof of compliance with vaccination requirements.**

To request an ESA accommodation, please refer to the *Emotional Support Animals* brochure on the SAS website: www.fau.edu/sas/Brochures.php.

ALLERGIES / FOOD ALLERGIES

Requests can be made for a housing accommodation or meal plan exemption due to a severe allergy. Please refer to the *Allergies* brochure on the SAS website for more information: www.fau.edu/sas/Brochures.php.



Division of Student Affairs
Florida Atlantic University

HOUSING ACCOMMODATIONS

Boca Raton Campus, SU 80, Room 133
561.297.3880
Fax: 561.297.2184
TTY: 711

Broward Campuses, LA Room 131
954.236.1222
Fax: 954.236.1123
TTY: 711

Northern Campuses, SR Room 111F
561.799.8585
Fax: 561.799.8819
TTY: 711

www.fau.edu/sas

*Alternate format is available upon request.