

ACCOMMODATION RECONSIDERATION FORM

Name and Bronco ID Phone Today's Date

Address (Include City, State & Zip Code) Email Address

Accommodation(s) requested: _____

Describe the activities that you are limited or restricted from performing due to your disability:

Describe specifically how access is impaired or lacking with your current accommodations. Attach additional documentation as needed: _____

DRC Director Review Date: _____

- Request Approved
- Approved with Modifications
- Denied

Basis for decision:

DRC Director/Designee Signature Date

ACCOMMODATION RECONSIDERATION FORM

Before submitting a request for reconsideration, please review our standard procedures for determining accommodations:

1. Student provides full, professional, and current documentation on disability.
2. Counselor reviews documentation and collects information on functional limitations, past accommodations, and current needs.
3. Following CSU and University policies, counselor determines appropriate accommodations and services.
4. The following criteria are used to evaluate requests for accommodations:
 - Disability documentation must meet established CSU guidelines for verification of disability.
 - Disability documentation must demonstrate the functional limitations that directly result from the diagnosed physical or mental condition.
 - Disability documentation must demonstrate the necessity for the specific accommodation(s).
 - Accommodations and support services must not result in a fundamental alteration in the nature of a service, program, or activity.
 - Modification of academic requirements must not result in substantial changes to essential content and/or level of instruction for a particular course, degree requirements, or other academic program or activity as determined in consultation with the appropriate faculty member, Department Chair, and/or College Dean.
 - Academic requirements directly related to certification and licensing requirements are not regarded as discriminatory.
 - Disability support services or devices must not be of a personal nature (e.g., personal care attendants, individually prescribed devices, readers for personal use).
 - Accommodations must not duplicate services or instruction available to all CPP students (e.g., tutoring, counseling services).
 - Accommodations are not provided retroactively, but rather at the point the disability and need for accommodations has been established.
 - Primary consideration will be given to providing effective electronic communication and information to students in the alternate format of their choice. However, only one accessible alternate format per item will be provided, and the University is not required to use the newest or most advanced technologies as long as the auxiliary aid or service selected affords equal access.
 - Accommodations must not result in undue administrative burden to the University.

Students who are denied a request for additional accommodation may request reconsideration of the decision by completing the ***Accommodation Reconsideration Form***.

The ***Accommodation Reconsideration Form*** is forwarded to the DRC Director or designee, who will evaluate the matter and make appropriate recommendations within five (5) working days of receipt.

During the process, current accommodations as determined by the counselor will continue to be in effect.