MEMORANDUM

TO: PARENT OR STUDENT
FROM: NORA JARMON, DIRECTOR OF HOUSING
SUBJECT: SPECIAL PHYSICAL OR MEDICAL NEEDS

The University of Tampa, Office of Residence Life is committed to achieving access and does not discriminate against persons with disabilities. This policy derives from the University’s commitment to non-discrimination for all persons in employment, access to facilities, student programs, activities and services and addresses reasonable accommodations. If reasonable accommodations cannot be immediately satisfied due to capacity/facility design/availability/etc., the Office of Residence Life will prioritize this request before handling others. These accommodations will be provided within the basic guidelines below, with the understanding that students with disabilities may require unique housing accommodations and these needs will be assessed on a case-by-case basis.

To aid this process, requests should include:

1. Documentation of the condition or need that is the basis of the request
2. A clear description of the desired housing configuration
3. An explanation of how the request relates to the impact of the condition
4. An indication of the level of need for the recommended configuration and the consequences of not receiving
5. Possible alternatives if the recommended configuration is not possible

To evaluate requests based on medical, psychological or disability related conditions accurately and equitably, we will need documentation. Documentation consists of an evaluation by an appropriate professional that relates the current impact of the condition to the request. Documentation must be on a formal letterhead and must have the professional license number and signature included.

If you have any additional questions about how this decision will be made, more information is available on our web site at http://www.ut.edu/residencelife/FAQs/#medicalneeds, or you can e-mail any additional questions to njarmon@ut.edu.