

# BENNINGTON COLLEGE

## DISABILITY ACCOMMODATION REQUEST FORM

**Submission Instructions:** Please print, complete, and mail this form and all supporting documentation by **January 15** (for spring term) or **June 1** (for fall term) to the address on the bottom of the form.

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**When a Student Is Entitled to Accommodation:** Under applicable disabilities laws, an otherwise qualified student with a disability is entitled to reasonable accommodation in order to provide equal access to college programs and facilities. A “disability” is a physical or mental impairment which substantially limits a major life activity, such as walking, seeing, hearing, speaking, breathing, self-care, learning, or other activities specified by law. Bennington College works with each student to determine reasonable accommodations when the student has filed a request for accommodation and submitted adequate documentation as provided below. Note: It is not necessary to identify any disabilities for which you are not requesting accommodations.

**Your Request for Accommodation and Required Documentation:** Your request for accommodation must be as specific as possible and must be accompanied by recent documentation (normally within the past three years) from a licensed professional who is qualified to diagnose and evaluate the condition for which you are requesting accommodation and who does not have a family or other personal relationship with you. The documentation must include:

- (1) The professional’s specific diagnosis of the disability;
- (2) A description of the diagnostic methodology, including diagnostic criteria, evaluation methods and procedures, and, when pertinent, testing dates and results;
- (3) An explanation of how your ability to function as a student is substantially limited as a result of the disability; a description of the severity and frequency of the limitation; and
- (4) An explanation of how each accommodation recommended/requested will address an identified limitation resulting from the disability.

**PLEASE NOTE:** The laws applicable to disability accommodations in the college/university setting are different from those applicable in the elementary/ secondary setting, and high school IEPs and/or 504 plans are not sufficient to document a disability/request accommodation.

**How the College Will Respond to Your Request:** You may be asked to supplement the documentation you have provided. Once we have received a specific request for accommodation from you and have determined that you have provided sufficient documentation of your disability, we will work interactively with you to identify one or more appropriate accommodations, which may or may not be the specific accommodation(s) you have requested.

**Grievance Policy:** A grievance policy for students who believe they have been denied access to the College’s programs or services because of a disability, including denial of a request for accommodation, is printed in the Student Handbook or available from the Dean’s Office.

**Please continue with second page.**

Student's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Diagnosed disability: \_\_\_\_\_

Accommodation(s) I am requesting in college: \_\_\_\_\_

Required documentation is:  enclosed or  being sent separately by deadlines listed above.

I authorize the Dean's Office to arrange for reasonable accommodation(s), to share information with others as necessary, and to obtain additional information from the individual listed below, who has diagnosed or treated me for my disability(ies).

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Diagnostician: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

**Questions? Please contact the Dean's Office at 802-440-4400 or [lkobik@bennington.edu](mailto:lkobik@bennington.edu).**