Wesleyan University recognizes that students with disabilities may require housing/meal plan accommodations to fully participate in the residential component of the university experience. For these students, Wesleyan University provides housing/meal plan accommodations in accordance with the Americans with Disabilities Act Amendment Act (ADAAA). A disability is defined under the ADAAA as any mental or physical impairment that substantially limits the individual in one or more life functions. The University has established the following procedures to ensure that students with disabilities have equal access to Wesleyan housing.

**Procedures For Requesting Housing/ Meal Plan Accommodations**

1. Students must follow general housing procedures and should consult the Office of Residential Life for this information

2. Students must submit a completed housing/meal plan accommodation request form (attached) along with disability documentation.

**Disability Documentation Must:**

a. Meet requirements outlined in Accessibility Services Documentation Guidelines
b. Be sufficient to establish a direct link between the underlying condition and the requested housing/meal plan accommodation.

c. If requesting a housing accommodation due to asthma or allergy conditions, submit a completed Verification of Disability Form for Asthma or Allergy Conditions.

**All Required items must be sent to:**

Accessibility Services  
North College, Room 021  
237 High Street  
Middletown, CT 06459  
Fax: 860-685-4480 or e-mail: lpatey@wesleyan.edu

Incomplete applications or those without disability documentation will not be considered.
3. **Committee review:**
   Requests are considered by the Housing Accommodation Review Committee, which is comprised of staff from the offices of Accessibility Services, Residential Life, Davison Health Center, and Counseling and Psychological Services. The Committee evaluates, among other things, the students' disability status, the necessity of the requested accommodations, potential alternative accommodations, and what, if any, housing/meal plan accommodations would be appropriate for the student. Students are informed of the status of their request by e-mail within one week of the Committee's review. The Committee meets once per month generally on the first Tuesday of the month.

4. **Deadlines:**
   All requests for housing/meal plan accommodations, along with the required documentation, must be submitted by the dates established by the Office of Residential Life:
   a. **Incoming first year and transfer students:** July 1st
   b. **Returning Wesleyan University students:** February 12th

   While applications submitted after these dates will be accepted and considered, Wesleyan University cannot guarantee that it will be able to meet late applicant's accommodation needs, including any needs that develop during the semester.

5. **Appeal procedures:**
   Students who are not granted housing/meal plan accommodations through this process will have the opportunity to appeal the Committee's decision. If a decision denying the request for housing/meal plan accommodation is made, students will receive information about the appeal process with their decision letter. All requests for appeal are reviewed by the Vice President for Equity and Inclusion.

For questions or clarification about this process, please contact [Accessibility Services](#).