Housing Accommodation Policy

Residence Life provides a variety of housing options for students. The majority of rooms in the residence halls are double occupancy and a limited number are equipped to meet the needs of students with disabilities. Therefore, it is essential that students submit any request for housing accommodation early (see deadlines below). Residence hall information can be found at

Documentation Guidelines for Housing Accommodations

Documentation Guidelines for each disability category are available on the OAA website (www.samford.edu/dr, click on "Requesting Accommodations") and should be shared with the student's treatment provider. In addition to the information requested in the documentation guidelines, the following information should also be included in the report:

- Description of how the disability currently impacts the student, specifically relating this impact to the student's living environment. What are the specific health risks related to the student having a roommate?
- Also address how the following functional limitations are affected by the student's diagnosis and how these limitations will impact the student in a community living environment:
 - Major life activities: caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working
 - o Major bodily functions: functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions
- State the specific housing accommodations being recommended and the rationale for these accommodations based on the student's functional limitations and/or significant health risk. The purpose of housing accommodations is to best ensure equal access to the living environment, and accommodations should be based on a demonstrated need (i.e., medically necessary) rather than a preference or even something that might be beneficial to the student. A desire for privacy is typically not considered medically necessary. Recommendations made by treatment providers are taken into consideration but are not guaranteed to be approved as accommodations.

Please submit the report or address questions regarding documentation to:

Samford University Office of Accessibility and Accommodations. Email is preferred: access@samford.edu, but you also may reach us by phone (205-726-4078) or fax (205-726-2842). Responses to email or voicemail can be expected within one business day.

In compliance with FERPA, documentation submitted to the Office of Accessibility and Accommodations is confidential and will not be shared with other internal departments unless they have a legitimate educational interest, or with any external entities without the student's written consent. Students may request that a copy of their documentation be sent to another institution or released for their personal records.

All members of the OAA staff are mandatory reporters and required by Samford's Sexual Misconduct Policy to report information related to sexual misconduct to the University's Title IX Coordinator.