

**Five College Off-Campus**

**Accommodation Request Form**

Instructions: Meet with your home campus disability/accessibility services office to confirm the accommodations that will be needed for your off-campus course. Complete this form and have your home campus disability/accessibility services office sign the form below.

Student \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_ Home Campus \_\_\_\_\_

Student Address \_\_\_\_\_

Student Phone \_\_\_\_\_

College where I am requesting accommodation(s) \_\_\_\_\_

Course Number \_\_\_\_\_ Professor \_\_\_\_\_

Course Number \_\_\_\_\_ Professor \_\_\_\_\_

Requested Accommodation(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(attach separate sheet if necessary)

I am requesting the accommodation(s) listed above or as attached and understand it is my responsibility to deliver this form to the appropriate support person (listed below) at the campus where I am taking the course(s) well in advance of when the accommodation is needed. Failure to do so may result in the accommodation not being met. To receive this accommodation I will meet and communicate with the person listed below and my faculty member as needed. I understand that the College will provide reasonable accommodations that may not be identical to the accommodation/s requested.

I give permission for appropriate support staff to share information about my accommodations with my home campus' disability/accessibility services support staff and the College's faculty and staff as needed to arrange accommodations and services.

Information about my disability may be shared when needed to facilitate accommodations.

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

The signature below certifies that the home campus disability/accessibility services office supports the accommodation(s) requested above. Please contact the undersigned with any questions or concerns you may have regarding this submission.

Validated By \_\_\_\_\_ Date \_\_\_\_\_

**Five College Support Personnel**

- Amherst College, Precious Parham, Converse 211, 413-542-2337, accessibility@amherst.edu
- Hampshire College, Madeline Peters, Lemelson Building, 413-559-5498, oars@hampshire.edu
- Mount Holyoke College, AccessAbility Services, 300B Mary Lyon Hall, 413-538-2634, AccessAbility-Services@mtholyoke.edu
- Smith College, Laura Rauscher, 104 College Hall, 413 -585-2071, lrausche@smith.edu
- UMass, 161 Whitmore Admin. Building, 413-545-0892, notify@admin.umass.edu
  - Email a copy of your letter before calling to schedule appointment