



Student Accessibility Resource Center at Western Kentucky University

1906 College Heights Blvd #21052, Downing Student Union, Rm. 1074

Bowling Green, KY 42101-1052

Voice: (270) 745-5004 • Fax: (270) 745-6289

Captioned Phone: (270) 745-3030 • Video Phone: (270) 288-0597

Email: sarc.connect@wku.edu

VERIFICATION FORM

To the Student: Please have this form completed by an appropriate licensed professional and returned to the Student Accessibility Resource Center.

Your request for accommodation cannot be considered and evaluated until you have submitted this form, or in its place, documentation sufficient for verification. (Note: Under certain circumstances, intermediate or temporary accommodations may be provided pending receipt of this information.)

You are therefore encouraged to submit this information as soon as possible. Once you have submitted this form, you will be contacted by Student Accessibility Resource Center if any further information is needed.

To the Licensed Professional: Please, complete this form and accompanying pages that relate to the disability or recommended accommodations. Some pages herein may not be applicable to the student. Clear and concise documentation provided promptly will enable the University to provide appropriate accommodations to the student in a timely manner.

If you have any questions or concerns, you may contact the Student Accessibility Resource Center via sarc.connect@wku.edu, by phone at (270) 745-5004, or by FAX at (270) 745-6289.

(Please print) Name of Student/Patient: _____

Social Security Number and/or DOB: _____

Name of Licensed Professional: _____

Title: _____

License Certification Number (Describe credentials): _____

Business Address: _____

Telephone: _____ Fax: _____

Office Hours: _____

Licensed Professional Signature: _____ **Date:** _____

Please complete any of the following information if it is not already included in any attached documentation or letter.

Please indicate the **first date** you evaluated and/or treated this student for their disability.

Please indicate the **most recent date** you evaluated and/or treated this student for their disability.

Briefly describe the student's disability and how the disability might affect their academic performance or participation in academic programs. If applicable, describe the basis of your diagnosis using DSM-V criteria.

Has the student received any accommodations in the past? If so, please evaluate their effectiveness.

Please, list your professional recommendation concerning accommodations in a university setting for the disability. Explain how the recommended accommodations will provide reasonable access for the disability. **If the recommendation includes housing accommodations or an exemption, also complete the next page.**

Housing Accommodation Request Form (To be completed by a licensed professional)

Western Kentucky University's HRL department has a residence hall system with varying environments and environmental controls available to meet resident needs.

To determine accommodations for a student, it is necessary for the University to understand the accommodation needs of each student living on campus.

Please provide responses that identify specific causes and symptoms of the student's condition, current and recommended treatment, and environmental changes that provide reasonable accommodations regarding the student's disability.

What specific environmental changes will accommodate the student's need(s)?

Many types of accommodations are available for a wide variety of disabilities. WKU Housing has a variety of living environments (suite-style rooms, private rooms, private bathrooms, wheelchair accessible rooms, recently renovated HVAC systems, and apartments).

If requesting an emotional support animal students must submit medical documentation from a licensed mental health professional (e.g. licensed counselor, licensed therapist, psychologist, licensed clinical social worker, or psychiatrist – not a primary care doctor).

Furthermore, WKU Housing is able to discuss additional options for reasonable accommodation. An exemption from the required housing policy can be recommended based an assessment that other available options do not adequately accommodate the student's needs.