



ALVIN COMMUNITY COLLEGE
 OFFICE OF DISABILITY SERVICES
 ods@alvincollege.edu
 281-756-3533

ACCOMMODATION REQUEST FORM

This form must be completed and turned in with your documentation before the first meeting with the Disability Coordinator.

Student Contact Information:

Date _____

Full Name _____

Student ID _____

Address _____

Contact Number _____

E-mail _____

Are you currently enrolled in classes this semester? Yes _____ No _____

If "no", which semester will you first enroll? _____

Disability Information:

What is your disability or disabilities? _____

In your own words, please describe your disability.

Are you taking any medication for this disability? ___ If yes, which one(s), dosage, effects on disability?

ACC Information:

Will you need accommodations on the placement exam? Yes _____ No _____

What types of accommodations/services are you asking to receive?

What accommodations/services have you used in the past?

In your own words, describe how your disability impacts your daily life and education.

Do you use assistive technology? If so, what program(s)?

What are your academic strengths?

What are your academic weaknesses?

Please indicate if you are affiliated with or are a:

- ___ Working with Texas Workforce Commission, TWC (formally DARS)
- ___ Veteran / Active Duty / Reserve
- ___ Other _____

Submitting Information:

Disability Services will consider all relevant information submitted by the student. Submitted information will be reviewed on an individual, case-by-case basis. Please submit your information two to three weeks prior to the date that services are requested. If you have any questions, contact Disability Services at 281-756-3533.

The Accommodation Request Form and all other documentation may be submitted in person, faxed to 281-756-5760, emailed to ods@alvincollege.edu, or delivered via mail at the following address.

Alvin Community College
Disability Services
Attn: Disability Coordinator
3110 Mustang Rd.
Alvin, TX 77511

Student Signature

Date

Information shared with the Office of Disability Services will be kept **confidential** unless you authorize release and exchange of specified information. Completion of this form does not guarantee academic accommodations and it is your responsibility to schedule an appointment with the ODS office to discuss the services and/or academic accommodations available. **You MUST provide professional documentation to support your disability in order to qualify for academic accommodations.** Accommodations can be provided only after these conditions are met. You should schedule an appointment with the Office of Disability Services as soon as you arrive on campus to discuss accommodations.