



Application for Accommodation

In order to receive accommodations from the Special Needs Access Office at Missouri Baptist University, students must complete the following form and attach documentation of the disability. If you have questions about what type of documentation to include, please review the University's Special Needs Handbook located at (insert link)

To receive prompt accommodations and services, students are advised to submit a request with documentation at least two weeks in advance of when they would like accommodations to be implemented. Please note that some accommodations take longer than others to implement. If problems or questions arise, please contact us at specialneeds@mobap.edu.

STUDENT INFORMATION

Student Name: _____

Student ID#: _____

Cell Phone: _____

Permanent Address:

Class Level (please check all that apply):

____ **First Year or Transfer**

____ **Sophomore**

____ **Junior**

____ **Senior**

____ **Graduate Student**

Learning Center Location: _____

Secondary Email (if you have not been issued a Student ID number)

Is this application for Academic or Housing accommodations: ____ **Academic** ____ **Housing**

**If requesting housing accommodations please note that in addition to this form students also complete the Room and Board application through Residential Life.*

Academic Accommodations Request

What is your disability or medical condition?

Please describe how your disability or medical condition affects you in an academic or residential environment:

What accommodations are you requesting?

_____ **I acknowledge that requested accommodations must be reviewed in accordance**
Initials **with university policy and do not allow for coursework modifications.**

Submitting Documentation

To ensure your documentation reaches us successfully—either bring the documentation to your appointment or submit electronically via email to specialneeds@mobap.edu.

Please Note: The Special Needs Access Office may need to share information about the students' disability related needs on a need-to-know basis in the following situations:

- With staff who determine accommodations eligibility and collaborate to provide auxiliary aids and services to students with disabilities.
- With members of the university's administration faculty and or staff to determine reasonable accommodations.

Student Name: _____

Signature: _____ Date: _____