

Process for Students Requesting ADA Accommodations

The following is an overview of the process for students admitted to the University of Utah to apply for ADA accommodations:

- Schedule an Intake Appointment with an advisor in the Center for Disability & Access. Call (801) 581-5020 to make an appointment.
- Complete the Intake Paperwork and Application Forms.
- Read the Center for Disability & Access Student Handbook. (<http://disability.utah.edu/documents/CDA-Student-Handbook.pdf>).
- Obtain and provide the necessary documentation to your CDA Advisor. (<http://disability.utah.edu/students/documentation.php>).
- Review of your application and documentation by the CDA case management team to determine eligibility for services and accommodations:

Approved for services – follow up with your advisor to implement accommodations.

Additional information or documentation requested – work with your health care professional to provide the additional requested information.

Not approved – contact your advisor if you have questions.

Notes:

- **Contact your advisor at any point in the process for clarification of the steps.**
- **This process may take some time to complete, so plan ahead and apply early!**
- **Legally, accommodations cannot be retroactive.**