

## Accessibility Services

137 Rick Francis Street, MSB II, 2nd Floor, 2C201 • El Paso, TX 79905

Phone: 915-215-4398 • Fax: 915-215-4777

disabilitysupport.elp@ttuhsc.edu • <https://elpaso.ttuhsc.edu/studentservices/office-of-academic-and-disability-support-services/default.aspx>

# ACCESSIBILITY SERVICES SELF-DISCLOSURE & ACCOMMODATION REQUEST FORM

## Temporary Accommodations

Any student wishing to self-disclose as having a disability or request accommodations should complete the form below. All information provided, including any documentation submitted to substantiate your disability, will be kept confidential. Please **PRINT or TYPE** the information below, attaching extra pages as necessary.

### I. PERSONAL INFORMATION

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Date: \_\_\_\_\_

R#: \_\_\_\_\_

Name: \_\_\_\_\_

School:  PLFSOM     GGHSON     FGSBS     WLHSDM    Expected Graduation Year: \_\_\_\_\_

Email Address: \_\_\_\_\_

Local Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Can a message be left at the number listed above?     Yes     No

Emergency Contact: \_\_\_\_\_  
*Name* *Relationship*

Emergency Contact Phone: \_\_\_\_\_

I give Accessibility Services permission to contact my emergency contact should they determine that an emergency situation exists.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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### II. DISABILITY INFORMATION

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Nature of Impairment: (Circle all that Apply)

Traumatic Brain Injury/Closed Head Injury

Mobility Impairment

Physical Impairment

Visual Impairment

Medical Illness

Other (Please Specify) \_\_\_\_\_

What accommodations are being requested?

### III. ACCOMMODATION NEEDS INFORMATION

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Please answer the following questions as thoroughly and honestly as possible to assist us in determining what the most appropriate accommodations are for you. Please **PRINT** the information below. Information provided is **CONFIDENTIAL** to the extent allowed by law.

1. What is the specific diagnosis of your disability as made by your provider/clinician?
  
  
  
  
  
  
  
  
  
  
2. Please describe your disability and how it impacts your daily life activities including academic progress.
  
  
  
  
  
  
  
  
  
  
3. Please list all prescribed and non-prescribed medications related to the disability and describe the side effects, if any, from taking these medications.

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#### 4. How will these accommodations help you compensate for your disability?

I understand that the provided information will be used to assist Accessibility Services in determining the most effective accommodations and/or compensatory strategies for my use. The Manager of Accessibility Services has my permission to contact the medical professional who provided my documentation for further information if necessary. I also give my permission for the aforementioned to contact any providers I am currently seeing regarding my need for accommodations.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accessibility Services Staff Signature

\_\_\_\_\_  
Date

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### Release of Information Form

I, \_\_\_\_\_, give Accessibility Services my permission to release general information regarding my need for accommodations to the following persons:

1. The Associate Dean/Program Director of my School
2. The Course Directors of the courses for which I need accommodations

I, \_\_\_\_\_, give Accessibility Services my permission to exchange information with the individuals/groups listed below as may be necessary for me to apply for and/or receive services related to my disability:

- Medical Provider/Diagnostician
- Any office that previously provided accommodations
- Other (specify) \_\_\_\_\_

#### **Please provide the contact information below:**

1. Student's Medical Provider/Diagnostician:
  
  
  
  
  
  
  
  
  
  
2. Any office(s) that previously provided accommodations:
  
  
  
  
  
  
  
  
  
  
3. Other (please specify):

I understand that this information will be maintained in a confidential manner and will remain active until I choose to withdraw this release. I understand that I have the right to withdraw this release of confidential information at any time. I also understand that not signing the release of information may limit the ability to have this information provided.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accessibility Services Staff Signature

\_\_\_\_\_  
Date

## Student Agreement

The Accessibility Resource Manual should have already been obtained from the Manager of Accessibility Services, the Accessibility Services office, or the Student Services webpage. This form has a summary of the procedures and guidelines set forth in this document.

I, \_\_\_\_\_, have carefully read the information in the Resource Manual and agree to abide by the procedures and guidelines set forth in this document. I understand that deviation from these procedures and guidelines may cause some delays in accommodations. I also understand that the appropriateness of accommodations is determined within the context of the curriculum and the way in which a specific disability substantially limits or changes participation in the course. For this reason, I may not be granted all requested accommodations and understand that accommodations may change depending upon changes in the curriculum.

I understand that it is my responsibility to communicate with faculty in a timely manner about the accommodations that I need, as well as the Manager of Accessibility Services. I also understand that all information regarding my disability is confidential and shared only with my written permission.

I understand that an accommodation of extra time is very rarely granted on clinical performance tests and only after considerate deliberation by the Manager of Accessibility Services, the academic affairs officer of the college, and the course/clerkship director. In addition, I recognize that an approved accommodation at TTUHSC El Paso is not a guarantee that an accommodation would be granted on board/licensing exams.

I understand that it is my responsibility to contact the Manager of Accessibility Services in the Accessibility Services office should I have any needs related to my disability.

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Student Signature

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Date

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Accessibility Services Staff Signature

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Date