

REQUEST for CAMPUS HOUSING ACCOMMODATION

EMCC students may request reasonable disability accommodations to reduce barriers for engaging in campus housing experiences as part of their education at EMCC. EMCC students requesting housing accommodations should submit all required paperwork before identified deadlines for upcoming terms. Accommodations requests and documentation that are submitted after deadlines will be evaluated on a case-by-case basis. Students experience new or temporary medical conditions while living on campus should contact Accessibility Services as soon as possible to determine whether any housing accommodations are needed.

Eastern Maine Community College is dedicated to providing reasonable accommodations to students with disabilities in accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act and Amendments of 2009 (ADAA). Students requesting accommodations have the responsibility of registering with Accessibility Services in order to request accommodations. Reasonable accommodations are granted on an individual, case-by-case basis by the Coordinator of Accessibility Services to students with documented disabilities. Questions about Accessibility Services can be directed to Elizabeth Daigle, Coordinator of Accessibility Services, 123 Maine Hall, phone 207-974-4868 or via email Access@emcc.edu

Deadlines for submitting documentation for housing accommodations requests:

Housing accommodations requested for:	Full documentation submitted by:
Summer term	May 1
Fall term	August 1
Spring term	December 1

For reference, frequent housing accommodations include:

Identify housing accommodations requested:	Example/ details
○ Single-occupancy residence room	➤ No roommate
○ Semi-private bathroom	➤ Kineo Hall room assignment
○ ADA accessible bathroom	➤ Wheelchair accessible bathroom/shower
○ ADA residence room features	➤ Safety features for Deaf/hard of hearing
○ Other physical features in room/ building	➤ Please specify request in letter.
○ Other	➤ Please specify request in letter.
○ *Emotional support animal* <i>see details pg2</i>	➤ For residence room only, not public space
○ **Service dog ** <i>see details pg2</i>	➤ For accompanying student across campus

All recommendations will be evaluated on a case-by-case basis. Requests do not guarantee that accommodation will be approved.

Notes

Please review information from Residence Life about social-emotional development supports and programming for on campus residents. Campus housing is designed to support college students' engagement with their academic programs and educational opportunities, including 24/7 staffing and regular programming to provide all campus residents with supportive environments for developing social and emotional skills for academic and lifelong success. Res Life staff facilitate healthy relationships, boundaries, and communication among our diverse population of residents. Many students are unfamiliar sharing a bedroom with another person, nevermind sharing with a stranger. This discomfort is not an adequate reason to obtain a medical single-occupancy room. In addition, EMCC offers multiple spaces on campus for engaging in academic work. Residents are strongly encouraged to build their weekly schedules with dedicated time for homework in dedicated spaces that are not next to their beds, tvs, and gaming systems. Single-occupancy rooms are not granted for students with ADD requesting a space for focused studying. Residents can work with Residence Life staff to develop and maintain agreements with roommates for quiet hours, social hours, and visitors. All students are encouraged to use EMCC Library, Student Success Center, or other spaces on campus for focused academic work.

REQUIRED DOCUMENTATION

If requesting a housing accommodation, **please have an appropriate health care provider write a current letter to provide relevant documentation of disability for which student is requesting accommodation. Letter must include:**

1. A **diagnostic statement identifying the disability:**
 - a. The diagnosis should include a description of diagnostic methods, including the DSM-IV diagnosis if applicable, and criteria utilized, along with the date of evaluation.
2. Current **functional impact** of the condition:
 - a. Describe the current relevant functional impact of the disability in an educational setting.
 - b. Explain the barriers created by the disability and how it affects student's ability to participate in and access educational opportunities, specifically living in on-campus communal housing.
 - c. Include details as relevant (social/emotional functioning, cognitive/ executive functioning, communication challenges)
3. The **expected progression of the disability over time:**
 - a. Provide a description of the expected change in the functional impact of the condition over time.
 - b. If the condition is variable or progressive, describe the known factors that may exacerbate the condition.
4. **Treatment:**
 - a. List treatments, medications, accommodations/auxiliary aids, and/or services currently in use and their **estimated effectiveness in addressing the impact of the condition.**
 - b. Include any significant side effects that may affect physical, perceptual, behavioral, or cognitive performance.
5. **Recommended housing accommodations and explanations:**
 - a. Identify possible accommodations or auxiliary aids in housing;
 - b. **Explain how the accommodation may minimize the barriers/functional impact of the disability for student to live in on-campus housing;**

Emotional support animal (ESA) may be requested to live in student's room in the EMCC residence hall. ESAs are not permitted in common areas of the residence halls, in other residents' rooms, or in other EMCC buildings and public spaces.

****Service animal**** as defined under Maine Community College System is a task-trained dog that can be approved to accompany EMCC student in public areas, including classrooms, offices, library, and dining hall.

Approval of an ESA or service animal to live with the student in a residence hall does not include automatic approval of single-occupancy residence room. Students are required to evaluate feasibility of communal housing in coordination with the student's health care provider and the animal's veterinarian to ensure full consideration of all factors affecting student and animal well-being, and the well-being of all residents.

Animals are not permitted on campus or in Residence Halls until student and Residence Life staff have been formally notified of approval from Accessibility Services. Students who break this rule and bring animals onto campus without approval are accountable to Student Code of Conduct and Housing Handbook procedures.

Students requesting ESA or Service Animal approval must provide complete documentation by deadlines listed. Detailed information is provided in a separate document. Required documentation includes:

1. Disability documentation from medical/health care provider (*as listed on this document*)
2. Healthcare provider documentation of ESA or service animal as disability accommodation
 - Disability documentation and healthcare affirmation of animal as disability accommodation can both be contained in the same letter from one provider; separate letters not needed.
3. Veterinarian paperwork for animal's health
4. Veterinarian letter to confirm recommendation for animal to live in communal housing
5. Student letter agreeing to responsibilities and expenses of animal care, cleanliness, etc.