



## Request for Assistance and Support

University applicants or students who wish to ask the campus for assistance and support should submit the request form and if required, documentation to show the present need for assistance and support. Also, please describe any assistance and support requested in the space below. Please contact the Director of Student Affairs for information about the type of supporting documentation that may be required for certain types of situations. Be sure to fill in each section on the form as completely as possible.

*Please see the Director of Student Affairs if you need assistance completing this form or have any questions about requesting assistance and support.*

<b>Campus/Location:</b> _____	<b>Program:</b> _____	<b>Degree:</b> _____
<b>Term/Start Date:</b> _____	<b>Student ID Number:</b> _____	
<b>Name of Student/Applicant:</b> _____	<b>Date:</b> _____	
<b>Home Address</b> _____		
<b>Phone</b> _____	<b>Cell</b> _____	
<b>Email</b> _____		

**1. Please describe the nature of your situation:** \_\_\_\_\_

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**2. Briefly describe the limitations in a University setting.**

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**3. Specify the assistance and support you are requesting and explain how they will lead to equal access:**

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**4. If submitting additional documentation, describe the documentation being submitted to support your request (including the name, title, address and phone number of the professional(s) who evaluated/treated you):**

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**5. Describe past assistance and support you have received (including the reason for the assistance and support and the name(s) and date(s) of institutions who provided said assistance and support:**

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<p><b>List of Documentation Submitted:</b></p> <hr/> <hr/> <hr/> <hr/>
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Student/ Applicant Signature: \_\_\_\_\_

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

*Please return completed assistance and support request form and if required, supporting documentation to the Campus Director of Student Affairs for consideration.*