

## Student Self-Report for Housing Accommodation

### **Student Information (This entire form should be completed by student):**

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

SMU ID# \_\_\_\_\_ Semester this request is for \_\_\_\_\_

### SECTION 1 – Requests through RLSH (Residence Life and Student Housing)

Ideally, students first make a request for a preferred housing arrangement to RLSH in the RLSH portal when selecting/signing up for housing for the upcoming semester. Students are NOT expected to provide RLSH the reason for the need or any disability-related documentation/ information; this should only be shared with DASS.

If you have already made a request through RLSH, please answer the following three questions and move on the section 2. If not, go on to section 2 now.

1. What date did you notify or make your request to RLSH? \_\_\_\_\_
2. What specific request did you submit to RLSH? \_\_\_\_\_
3. If your request to DASS is different than what you submitted to RLSH, please explain why. \_\_\_\_\_

### SECTION 2 – Your self-report

1. List the diagnosed condition(s) that necessitate your housing-related accommodation request. \_\_\_\_\_
2. Explain each condition(s) and how it creates the on-campus housing related barrier(s) you face.  
\_\_\_\_\_
3. What is your request, or requests? Please provide a clear description of your desired housing configuration with a focus on on-campus options. If no configuration on campus can meet your needs, please contact RLSH regarding an exemption request.  
\_\_\_\_\_
4. Please describe any measures you have taken to remedy the situation up to this point. Remember, roommate conflicts and a desire for a quiet private room in which to study, are generally not bases for a disability-related accommodation.  
\_\_\_\_\_
5. If you lived here at SMU or on another college or boarding school campus in the recent past, please describe your past arrangement. Please include how that arrangement did or did not work for you.

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### SECTION 3 – Exemptions to the on-campus housing requirement

If you have explored all on-campus configuration options with your RCD and/or DASS, and you believe you require an exemption to the on-campus living requirement, please contact RLSH at [Housing@smu.edu](mailto:Housing@smu.edu). This form is primarily for on-campus configurations that are needed due to a disability.

### SECTION 4 – Uploading supporting documentation:

Please confirm you have thoroughly reviewed all of the RLSH and DASS procedures regarding housing-related accommodation requests.

<https://www.smu.edu/Provost/ProvostOffice/SAES/AcademicSupport/SASP/Services/DASS/ApplyingforAccommodations/Accommodations#housing>

Please upload any additional documentation that speaks directly to your housing needs. Remember, documentation for housing requests is sometimes different than documentation that is useful for other accommodations. *Alternatively, you may elect to use our Provider Verification of Disability-Related Need for Housing Accommodations form. \*Reminder: all requests for exemptions to the on-campus living requirement should be initiated with RLSH.*