STUDENT REQUEST FOR ACCOMMODATION OF DISABILITY

The Johns Hopkins University complies with Section 504 of the Rehabilitation Act of 1973, and with the Americans with Disabilities Act of 1990. If you require accommodation in order to participate in our education programs, we invite you to make a request for reasonable accommodation by completing the information requested below. We reserve the right to request additional information from your health care provider or a health care provider that we designate to verify appropriate accommodations. Please submit the completed form to the School’s disability coordinator, Ms. Betty H. Addison, 615 N. Wolfe Street, Suite E1002, Baltimore, MD 21205; telephone: 410-955-3034; fax: 410-955-0464; email: dss@jhsph.edu.

Name ____________________________________________________________

Address _________________________________________________________

Phone (day) __________________________ (evening) ______________________

Fax __________________________________ Email __________________________

Degree & Department _____________________________________________

Disability that Requires Accommodation __________________________________

Accommodation Requested (Please be specific. Documentation from your health care provider will be required.) ________________________________________________

Date ___________________________ Signature ___________________________

Provision of this information is completely voluntary, will not be cause for discrimination, and will be disclosed only to those with a need to know. Refusal to provide the information will not subject any person to adverse treatment. See Documentation Guidelines on the back of this form.
**DISABILITY DOCUMENTATION**

Once a student has been admitted to The Johns Hopkins Bloomberg School of Public Health, and before classes start, it is important that s/he submits disability documentation to the School’s disability services coordinator. This applies both to new students and also to current/continuing students who are requesting accommodation for the first time. It is highly advisable to submit documentation at least three (3) weeks, if not earlier, before the start of classes. This will ensure adequate time to determine if the documentation is sufficient and to make any necessary advance arrangements for the accommodation(s). Any documentation, or request for accommodation, that is received after the start of classes may delay the provision of accommodations.

The University and School serve students with a wide range of disabilities: physical disabilities, including some permanent medical conditions; blindness and low vision; deafness and other hearing impairments; learning disabilities; ADD; and psychological disabilities. The School’s disability services coordinator has information on the highly specific assessment and documentation requirements for learning disabilities, ADD, and psychological disabilities.

Documentation must be from a qualified professional, such as a physician, and in some cases comprehensive written reports are required. The documentation, in general, must be no more than four years old, and more recent documentation for some cases or for certain disabilities may be required. Johns Hopkins University reserves the right to request or require more current or updated documentation. It is the student's responsibility to pay for the cost of this documentation and to make sure that it is submitted to the School in a timely manner.

The School’s disability services coordinator, in collaboration with the University Coordinator of Disability Services, reserves the right to determine the most effective and timely accommodation(s) based on the written documentation from a qualified professional, such as a physician. There are detailed procedures for use of the services as well as guidelines for documentation for specific disabilities. After admission to the School, the student should immediately contact the disability services coordinator to discuss the procedures and review any written policies, and also to resolve any disability-related concerns. Certain services may require more advanced planning.

The provision of all reasonable accommodations and services is based upon assessment of the impact of the student’s disabilities on his or her academic performance at a given time in the student’s life. Therefore, it is in the student’s best interest to provide recent and appropriate documentation relevant to the student’s current learning environment. Since the Johns Hopkins Bloomberg School of Public Health is a graduate school, documentation used in high school or before will not be acceptable.