

ALLERGIES

Florida Atlantic University (FAU) accepts requests for housing accommodations for students with documented severe environmental or food allergies. Although an allergy-free environment cannot be guaranteed, FAU can make adjustments to the living environment for students with a qualifying disability. In order to be considered for a housing accommodation, the student must first register with Student Accessibility Services (SAS).

Meal plan exemptions must be requested through FAU's Business Services. Use the following link to access the *Meal Plan Exemption Request Form and Procedures*:
https://www.dineoncampus.com/files/section_documents/a2938e31-2cb1-4421-85e7-a17a1b45fafa.pdf

DEADLINES

Deadlines for a housing accommodation are **June 1** for the fall semester and **November 1** for the spring semester. Applications are accepted after these dates, but FAU cannot guarantee the accommodation request can be met, even with proper documentation. Housing accommodations are subject to room availability.

REGISTERING WITH SAS

There are two steps to registering with SAS:

1. Complete an Application for Academic Accommodations located on the SAS website
<https://clockwork.fau.edu/ClockWork/user/intake/default.aspx>.
2. Submit documentation of a disability with the application. *Documentation on prescription pad is not accepted. IEPs/504 plans are not acceptable as documentation. Documentation requirements are firm.*

Documentation Requirements

Documentation must be in the form of a letter or report from a physician or other medical provider. The physician must be qualified to make the diagnosis. For example, a psychiatrist would not be an appropriate clinician to provide documentation for a food allergy.

Other documentation requirements include:

- It must be on official letterhead and should be signed and dated within the last two years. Attach the physician's business card.
- Include a specific diagnosis, a statement of the student's current condition, the date and a summary of the most recent evaluation, and

the expected duration of the condition.

- List specific allergens. Include records of allergy testing or other diagnostic or assessment procedure results.
- Provide a statement as to whether the potential exists for a severe or life-threatening reaction to the allergens.
- List symptoms that occur when the allergen is contacted or ingested.
- Specify a housing and/or meal plan accommodation recommendation.
- Establish a direct link between the allergen(s), symptoms, and the recommended / requested housing accommodation or meal plan exemption.
- Provide possible alternatives if the requested accommodation is not available.
- Include evidence the provider is currently treating the student for the condition for which the accommodation is requested.

It may take one to two weeks for the Application for Academic Accommodations to be processed, even with adequate documentation. If the documentation submitted is inadequate, the processing time will increase.

APPLICATION REVIEW

Once the Application for Academic Accommodations and documentation are submitted, they will be reviewed by SAS. *Incomplete applications are not accepted.* The student will be notified if any documentation is missing and will be asked to submit additional documentation to meet the requirements. *The cost for obtaining appropriate documentation is the student's responsibility.*

If the documentation requirements are met and the application is complete, the student will meet with an SAS consultant for a collaborative interview to discuss the housing accommodation requested and possible academic accommodations.

Please refer to the Housing brochure on the SAS website for more information:

www.fau.edu/sas/Brochures.php.

HOUSING ASSIGNMENT

If the housing request is approved, SAS will write a letter to the Department of Housing and Residential Life (DHRL) specifying a housing recommendation. DHRL will then determine a specific room assignment. There is no need to reapply every year for a housing accommodation, though the student's room assignment may change from year-to-year.

SAS has no influence on a specific room, residence hall, or roommate assignment. DHRL should be contacted for questions or concerns about a specific room assignment and/or housing contract.

FAU is unable to:

- Honor housing accommodation requests for a specific room, residence hall, or roommate assignment.
 - Provide a dust, mold, chemical, animal, or allergen-free housing accommodation.
-



Division of Student Affairs
Florida Atlantic University

Housing Accommodations for Severe Allergies

Boca Raton Campus, SU 80, Room 133
561.297.3880
Fax: 561.297.2184
TTY: 711

Broward Campuses, LA Room 131
954.236.1222
Fax: 954.236.1123
TTY: 711

Northern Campuses, SR Room 111F
561.799.8585
Fax: 561.799.8819
TTY: 711

www.fau.edu/sas

*Alternate format is available upon request.