

THE UNIVERSITY OF CHICAGO
OFFICE OF VICE PRESIDENT AND DEAN OF STUDENTS
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CHICAGO · ILLINOIS 60637

Kimberly Gardiner
Coordinator for Students with Disabilities

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TO: Newly Admitted Student
FROM: Kimberly Gardiner
DATE: Spring 2008

Guidelines for Students with Disabilities

The University of Chicago is committed to doing our best to help all members of our community become full participants in the life of the University. It is the policy of the University to comply with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act as amended.

Things to consider:

- It is imperative to notify the **Coordinator for Students with Disabilities** at (773) 834-4469 or gardiner@uchicago.edu in a timely fashion. It is your responsibility to communicate your questions, concerns and any requests for an accommodation, so appropriate consideration and response can be offered.
- Under ADA and Section 504, students have to request their own accommodation and this responsibility is ongoing. Students must self-identify their disability and advocate for their own academic needs.
- Visit our website at URL: www.disabilities.chicago.edu.
- Contact your dean of students, college adviser, departmental administrator, or faculty members for more information about the program to which you have been admitted.
- Current documentation from an appropriate professional within the last three years should be submitted promptly.
- A determination of what accommodations are reasonable in each case, assuming documentation is current and complete, the review and decision process may take up to ten weeks.
- If a disability determination is made the area Dean of Students implements the recommended accommodation.

Please feel free to contact my office if you have any further questions pertaining to the disability accommodation process.