

# What to expect

When a **student** requests an accommodation or discloses a disability (Boston/Grafton)\* or requests religious or pregnancy-related accommodation (all campuses)

## 1. Student requests an accommodation\*\*

Student provides School or Accommodations Specialist with documentation supportive of disability status and requested accommodation.

Student is asked to provide information to help answer the questions above (additional documentation or information from medical provider requested).

Request is not approved by Accommodations Specialist.

Student may file an appeal with Executive Director/504 Coordinator Jill Zellmer, MSW

\*On the Medford / Somerville / SMFA campuses, academic accommodations are handled by Student Accessibility Services: [accessibility@tufts.edu](mailto:accessibility@tufts.edu)

## 2. School and/or Accommodations Specialist assesses request\*\*\*

Does documentation meet all of the criteria?

NO

YES

## 3. Is the accommodation reasonable?

Does the requested accommodation alter the fundamental nature of the program? Does it present an undue hardship?

NO

Discussion with student proceeds to determine how to appropriately meet/address student's request.

Accommodation approved or alternative accommodation is approved.

Note: Tufts University is required by law to engage relevant parties in the interactive process during the course of an accommodation assessment.

## **Student Accommodation Requests**

Accommodations may be requested for religious-, disability- and/or pregnancy and lactation-reasons.

- Religion-related requests: A student may request an accommodation based on a sincerely held religious belief. Such accommodations may include: requests to pray during school hours, approved time off for religious holiday observances, etc.
- Pregnancy- or lactation-related accommodation requests may include a student requesting to pump during school hours.
- Students may request disability-related accommodations if they have a physical or mental impairment that substantially limits one or more major life activities. There must be a nexus between this disability and the request. Types of requests may include: a different desk or chair in a lab, rotation flexibility or more frequent breaks. Accommodations are assessed for reasonability and must not alter the standards of the academic program or be an undue hardship or administrative burden. All requestors must engage in the interactive dialogue during the assessment.

## **Clarifications (from flow-chart)**

**\*\***If a faculty or staff member becomes aware that a student may have the need for an accommodation, that individual should contact OEO or Student Accessibility Services to ensure that the School / Accommodations Specialist can reach out to the student in a timely fashion to let them know about the accommodations process.

**\*\*\***Given the nature of the presenting condition, is documentation sufficient and current? Is there a nexus between the disability and the accommodation requested? Does the documentation support the accommodation requested? Is the accommodation necessary to afford the student an equal opportunity to program participation? These are questions the Accommodations Specialist must answer through an interactive process.

Contact **Johny Lainé**,  
Accommodations Specialist,  
with any questions:

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