# Marquette University Law School

### Request for Accommodation Due to Disability

Students with a temporary or permanent disability may be entitled to receive certain academic adjustments and reasonable modifications or use certain auxiliary aides and services in the process of fulfilling course or degree requirements. However, no accommodation will be considered reasonable that alters fundamental course content or places undue administrative or financial burden on Marquette University. Students with a disability are required to meet the essential academic and technical standards established by the Law School, with or without accommodations.

PROCESS. The process of requesting an academic accommodation due to a documented disability begins with submitting the appropriate documentation to [Marquette University’s Office of Disability Services](http://www.marquette.edu/disability-services/). Once the Office of Disability Services verifies a student’s disability, that student should complete this form and send it to the Law School’s assistant dean of students. The student and assistant dean will then meet to arrange for accommodations appropriate for the student in the law school environment. After the meeting, the Law School will send to the student a decision letter specifying the granted accommodations. A copy of this letter will also be sent to the University’s Office of Disability Services. Students receiving accommodations are encouraged to meet with the Law School’s assistant dean of students as needed to discuss any changes in their situation.

CONFIDENTIALITY POLICY. The Law School will treat all documentation and discussions regarding a student’s disability confidentially. Information about a student’s disability will be shared, at the discretion of the Law School’s assistant dean of students, only with appropriate University or Law School administrators and faculty members who have a legitimate educational interest.

RECORDS POLICY. During your tenure at Marquette University Law School, the Law School maintains all materials related to your disability separate from your academic file. Upon your graduation, the Law School forwards these materials to the Office of Disability Services for archiving. After graduation, any inquiries about accommodations received while a law student should be addressed to the Office of Disability Service.

Revised: July 10, 2023

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Name:

MUID Number:

Marquette Email Address:

Phone Number:

Local Mailing Address:

**Nature of Your Disability (check all that apply)**

|  |
| --- |
| Blind/partially sighted |
| Deaf/hard of hearing |
| Physical disability |
| ADD/ADHD |
| Learning disability |
| Psychological/psychiatric disability | |

1. Did you receive accommodations or services for your disability while in college?
2. If you selected “yes” for question #1, please describe the types of accommodations or services that you received.
3. Did you receive modifications to exams while in college? Modifications include but are not limited to alterations in the appearance of the text or presentation of the exam questions.
4. If you selected “yes” for question #3, please describe these modifications.
5. Were you granted special accommodations for taking the LSAT?
6. If you selected “yes” for question #5, please describe the accommodations you received from LSAC.
7. Please describe any additional accommodations you have received for a disability that may be pertinent to the legal education environment.
8. Please describe, in detail, the specific accommodations you are requesting from Marquette University Law School.

By signing this form, I attest to the completeness and accuracy of the information provided. I also consent to release of any information provided, whether orally or in writing, to the Law School’s assistant dean of students and, at his or her discretion, to any other Law School administrator or faculty member with a legitimate educational interest in the information provided herein.

Student Signature:

Date: