



Official Request for Disability Student Intake Form

The information gathered using this form can assist in determining appropriate services and is viewed only by Disability Services staff. Return the completed form with documentation of your disability or send your medical documentation to the Director of Student Success at jgonzalez@criswell.edu.

General Information

Today's Date _____

Student Name _____

Date of Birth _____

Criswell Student ID # _____ Email Address _____

Street Address _____

City ___ Dallas _____ State ___ TX _____ Zip _____ 75246 _____

Cell Phone # _____

House Phone # _____

Student Accommodations Questions

To request disability related services, the student must complete the questions below and provide /present documentation to the Student Services Office. The SSO is assigned the responsibility for collecting and holding this documentation. All records will be kept in a secure file with limited access.

1) In as much detail as possible, describe how the diagnosed condition impacts you as a student and/or in an educational setting.

2) What types of accommodations have been helpful to you in the past? _____

3) List the accommodations you are requesting: (e.g. test accommodation, housing, campus, etc.) ____

4) Do you utilize assistive technology (i.e. screen reader, text to speech, dictation software, assistive listening device, screen magnification)?

Disability Documentation

Please provide the following information about the documentation you plan to provide to our office:

Name of Clinician/Medical Provider supplying the documentation: _____ Date of

Documentation (month/year): _____

Type of Documentation:

Psycho-Education, Neuropsychological Evaluation

Letter or email from Medical Provider

Letter from previous school confirming approved disability accommodations

Other: _____

Following Family Education Right and Privacy Act (FERPA), information submitted will become an educational record and can be released to the student named below upon his/her request.