Dear Newly Admitted Student,

The University of Chicago is committed to facilitating the full participation of students with disabilities in the life of the University. **Student Disability Services** is responsible for determining eligibility as well as the types of accommodations for students with disabilities. If you are a student with a disability, and you would like to speak to someone about your eligibility for accommodations and services please contact the **Student Disability Services** office as early as possible for a confidential discussion about your access needs. Please keep in mind that timely disclosure is encouraged, as some accommodations take time to implement.

Visit [disabilities.uchicago.edu](http://disabilities.uchicago.edu) for more information

**Shared Responsibilities**

**University of Chicago Responsibilities**
- Respond to the student’s request for an accommodation.
- Determine a student’s eligibility to receive reasonable accommodations (may take up to 2-3 weeks to receive a formal determination).
- Develop a plan with the student for implementation of approved reasonable accommodations.
- Coordinate and provide reasonable accommodations that enable students to access academic programs, services or activities sponsored by the University.

**Student Responsibilities**
- Self-identify to Student Disability Services (SDS) as an individual with a disability.
- Meet with SDS staff and provide them with supporting documentation.
- Request reasonable accommodations in a timely manner when needed.
- Interactively work with SDS and the academic division as necessary to determine the appropriate accommodations.
- Communicate to SDS, faculty, and/or the Disability Liaison as appropriate regarding the implementation of approved accommodations.

**Contact Information**

Charnessa Warren, Director  
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**Student Disability Services**  
Campus and Student Life  
5501 South Ellis Avenue  
Chicago, IL 60637  
Phone: 773.702.6000  
Email: disabilities@uchicago.edu  
Hours: Monday-Friday 8:30 A.M.-5:00 P.M.

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