

Texas Christian University



Center for Academic Services
~Services for Students with Disabilities~
Sadler Hall, Room 1010, TCU Box 297710
Ft. Worth, Texas
817-257-6567
<http://www.acs.tcu.edu/disability>



Student Responsibilities

1. Be qualified for your academic program and meet all technical standards.
2. Provide notice of your disability and make a specific request in Student Disabilities Services Office. University students must self-identify as having a disability and must facilitate a meeting with Student Disabilities Services. The University does not seek out students.
3. Eligible students seeking accommodations should contact Student Disabilities Services early in the academic term for which they are seeking accommodations.
4. Adhere to the University's policies and procedures regarding accommodation requests (Provide documentation to support requests and additional documentation when requested).
5. Participate fully in the interactive process of accommodations. You must advocate for yourself!
6. Use accommodations appropriately. Your participation must be timely and appropriate. Once a student has received accommodations it their responsibility to **promptly** deliver accommodations letters, to confer with faculty members, and to return Verification Forms to the Student Disabilities Services Office. Please note: Accommodations take effect only after you deliver the letters to and conference with your professor(s). Accommodations are **NOT** retroactive.
7. Adhere to TCU's standards of conduct and maintain a proper relationship with individuals who are providing accommodations, including Student Disabilities Services staff.