



# Office for Disability Services

## Request for Reduced Course Load



Use this form to request the retention of full-time status while taking fewer than the stipulated number of credit hours. The completed form may be printed and submitted to ODS as a scanned attachment or a hard copy, or you may save the completed form to your computer and submit it online via the "submit" button at the bottom of the page.

**Student**

**ID #**

**Date**

1. What is the nature of the disability(ies)? (e.g., learning disability, AD/HD, psychological, physical, hearing, visual, etc.)
2. What is the current impact of the disability as it relates to academics?
3. What accommodations have you received in the past?
4. In what ways will a reduced course load accommodate your disability?

---

Office Use Only: The following offices have been notified of the status of this request:

<input type="checkbox"/> Business Office	Accommodation approved	Yes	No
<input type="checkbox"/> Financial Aid	Student notified on (date)		
<input type="checkbox"/> Registrar	VPAA notified on (date)		
<input type="checkbox"/> Residence Life	ODS Staff Member		
<input type="checkbox"/> Academic Affairs			
<input type="checkbox"/> Advising			