STUDENT REQUEST FOR 2nd AIR CONDITIONER

Ball State University Apartments                                      Phone: (765) 285-5095

Student Name: _______________________________________________________

Address: _____________________________________________________________________________

Telephone/TDD: ___________________________________________________________________________

To request an air conditioner, you must complete this form and have an appropriate licensed professional complete the Medical Verification for Student Air Conditioner Request form. (Sorry, a prescription from your physician will not be accepted and the physician should complete the form in its entirety. Please use the Medical Verification form.)

Please provide the following information:
Specify the nature of the medical condition:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Please explain why an air conditioner is needed:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

As part of the accommodation process, you may be interviewed. Remember, a request for an accommodation will not be considered without current medical verification of the disability and necessity of requested accommodations.*

_____________________________________________________________________________________

Student Signature

_____________________________________________________________________________________

Date

Return this information marked confidential to:
Director
Housing and Residence Life
Ball State University
LN-10
Muncie, IN 47306

*Attach the completed BSU Medical Verification form signed by a qualified health care professional.
Revised June 2006