



291 Springfield Street  
Chicopee, MA 01013-2839

## Housing/Dining Accommodations

Elms College is deeply committed to the full participation of students with disabilities in all aspects of College life, including the dining experience. In accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA), Elms has established procedures to ensure that students with documented disabilities have access to housing and meal plan accommodations that reasonably meet their needs as required by law. According to the ADA, a disability is defined as any mental or physical impairment that substantially limits the individual in a major life activity compared to the average person.

All students requesting a housing or meal plan accommodation must follow the following procedure

1. Register with the Office of Student Accommodations and Support Services (SASS) by completing and returning the SASS Intake Form. Alternative formats of the form are available upon request. If you are already registered with SASS and receiving accommodations, you may skip this step.
2. Complete the Housing Accommodation Request Form with SASS.
3. Submit disability documentation. Please refer to the SASS Guiding Principles document for assistance in providing documentation that is appropriate to verify eligibility and support your specific accommodation request(s).
  - a. Fax documentation to 413-5943951
  - b. Email documentation to [sass@elms.edu](mailto:sass@elms.edu)
  - c. Mail documentation to:  
Office of Student Accommodations and Support Services, Alumnae Library.  
Elms College, 291 Springfield Street, Chicopee, MA 01013
  - d. In person, by appointment.
4. Complete a welcome meeting / intake interview if this is a new request. Schedule a meeting with the Director of SASS via [sass@elms.edu](mailto:sass@elms.edu) . When booking, allow for a 60 minute appointment.

## Housing Accommodations

Elms College is a residential and commuter campus; campus housing is available. For students choosing to live on campus in one of the three available residence halls and to the extent reasonable, housing accommodations will be made for students with documented disabilities or significant medical conditions. Students' preferences for

specific houses will be considered but may not always be met in situations where the unique character and age of a particular residence hall limits access.

Students needing housing accommodations must apply through the standard housing process and also submit their request for accommodation to the Office of Student Accommodations and Support Services with supporting medical documentation. Failure to submit complete information may delay or prevent the SASS office from meeting the request.

Eligibility for housing accommodation requests are determined on a case-by-case basis by a committee consisting of representatives by Residence Life, Health Services, Counseling Services and SASS.

Housing accommodations are not guaranteed.

Students please contact [sass@elms.edu](mailto:sass@elms.edu) with questions or concerns related to housing accommodations.

## **Dining Accommodations**

Elms College requires that all students living on campus participate in the meal plan available through the College's dining services <https://elms.campusdish.com/>

Nearly all students' needs can be met through the standard meal plan options. However, students with conditions whose needs cannot be met through this process may request a meal plan accommodation with the Office of Student Accommodations and Support Services.

Eligibility for meal plan accommodation requests are determined on a case-by-case basis.

Given the ability to accommodate a wide range of dietary needs, an exemption from participation in the meal plan is rare and will only be considered when needs cannot be met by Dining Services. Requests for meal plan exemptions based on dietary preferences or for financial reasons will not be granted.

Campus dining locations have signs next to food items regarding some food allergies and restrictions such as gluten free, peanut free, and dairy free for additional information please visit <https://elms.campusdish.com/en/LocationsAndMenus>

Meal plan accommodations are not guaranteed.

Students please contact [sass@elms.edu](mailto:sass@elms.edu) with questions or concerns related to housing accommodations.