

Office of Accessibility Services: Dining Accommodation Request Process

STEP 1: REGISTER WITH THE OFFICE OF ACCESSIBILITY SERVICES

To be considered for Dining / Dietary Accommodations the first step is registering with the Office of Accessibility Services (OAS) by submitting the student accommodation request form and providing supporting documentation from a medical provider, both linked below.

- [Student Request for Residential and Dining Accommodations 2021 – 2022](#)
- [Practitioner's Verification of Diagnosis for Residential and Dining Accommodations 2021-2022](#)

Once the documentation and requests are received, the student's case will be reviewed for eligibility. Students will be notified of the status of their eligibility within 5 - 7 days via an email that dining services is copied on.

STEP 2: CONNECTION WITH DINING SERVICES

Once a student is deemed eligible by the OAS, Dining Services will reach the student by email in order to:

- Download the Transact Mobile Ordering App to pre-order from the *Accommodations Menu*.
- Schedule a meeting with the Bartol Dining Director to tour the facility and review procedures for special ordering on the app or in person.