

# Medical Priority Request

Springfield College is sensitive to the needs of its students. Students with severe or chronic medical conditions can request specialized housing in residence halls such as the Living Center, Senior Suites and the Townhouse Complex (Junior or Senior status) or Gulick (First-Year status). The Office of Housing & Residence Life has a limited number of beds reserved for students with severe or chronic medical conditions, including those students requesting air conditioning. NOTE: Only students who have documentation on file of their severe or chronic medical conditions will be considered for Medical Priority Housing Placement.

Once a decision is made by the Health Center or Disability Service department, the Office of Housing & Residence Life will inform the student if the request has been approved or denied. Students seeking Medical Priority for housing, including the request for air conditioning, must submit a letter from their physician with supportive documentation **annually** to the Health Center or Disability Office.

**In order to receive Medical Priority for Housing, students will need to meet the following criteria:**

- Required academic credits to reside in the Living Center/Senior Suites/Townhouses.
- First year students requiring an air conditioner should request Gulick Hall as their first choice in order to be assigned to this air conditioned residence hall.
- Have on file medical documentation with the Health Center or Disability Office.
- Meet with the director(s) of the Health Center or Disability Office to obtain a form which confirms the need for specialized housing.

**Deadlines to Request Medical Priority for Housing:**

- **Senior Housing Room Draw:** Students who will become seniors for the upcoming academic year must submit a letter from their physician requesting specialized housing to the Health Center by October 9<sup>th</sup> in order to participate in the Senior Housing selection process.
- **Returning Students Room Draw:** Students who will become sophomores, juniors, or seniors for the upcoming academic year must submit a letter from their physician requesting specialized housing to the Health Center by March 4<sup>th</sup> in order to participate in the Room Draw Selection process.
- **Incoming Students:** First year students must submit a letter from their physician requesting specialized housing to the Health Center by August 1<sup>st</sup>.

**Level 1 Housing Priority:** Severe or chronic medical conditions would consist of the following:

- Person who uses a wheelchair and needs accessible bathrooms and kitchens
- Person who needs machinery due to a disability or chronic medical condition
- Person who has a severe psychological disability (i.e., OCD, Asperger's)
- Person who is blind
- Person who is deaf or hearing impaired and needs visual fire alarms
- Person who has Crohn's disease
- Person who has irritable bowel syndrome (IBS)

**Level 2 Housing Priority:** Severe or chronic respiratory conditions with chronic treatment would consist of the following:

- Person who has chronic asthma (not sports induced)
- Person who suffers with environmental allergies condition and medication as a treatment is required

**Level 3 Housing Priority:** Other medical requests will be considered on an individual basis with appropriate documentation.

Students requesting a private kitchen (i.e. student's eligible to live in the Living Center, Senior Suites, and Townhouse complex) for dietary restrictions are required to meet with dining services (ARAMARK) to discuss accommodations and with the Health Center dietitian for nutritional counseling. Priority for kitchen accommodations will be based upon recommendations from ARAMARK and the Health Center dietitian according to individual needs.

Questions about Medical Priority and documentation may be directed to:

Springfield College Health Center  
263 Alden Street  
Springfield, MA 01109

413-748-3175  
413-748-3444 (fax)

Springfield College Academic Success Center  
263 Alden Street  
Springfield, MA 01109

413-748-3768  
413-748-3725 (fax)

**REMINDER:** Students seeking Medical Priority for housing, including the request for air conditioning, must submit a letter from their physician with supportive documentation **annually** to the Health Center.