

Meal Plan Accommodations Based on a Medical Condition

Ottawa University is committed to supporting the full participation of students with disabilities in all aspects of college life, including dining experiences. All residential students are required to have a University Meal Plan.

Occasionally, students have special needs based on documented health conditions, such as those resulting in dietary limitations, which may necessitate accommodations to the meal plan.

Ottawa University works with American Dining Creations (ADC) to offer many dining options capable of accommodating different dietary needs, including student-specific meal preparation for allergies as well as a wide array of healthy eating choices. ADC offers vegan, vegetarian, and gluten-free meal options. Prior to pursuing a meal plan accommodation, we encourage students to meet with the Dining Service's staff to inquire about all dining options. Students may initiate this conversation directly with ADC staff or may contact the ADA/504 Coordinator, Carrie Stevens (carrie.stevens@ottawa.edu, 785-248-2326) to assist in facilitating this conversation.

Students seeking an accommodation must complete and submit a Meal Plan Accommodation Request Form. This form should be submitted to the ADA/504 Coordinator (contact information above). The first part of the review process will typically be to coordinate a meeting between the student and ADC to determine what accommodations ADC can provide to the student. **A complete exemption from participation in the meal plan is extremely rare and will only be considered when needs cannot be accommodated by ADC.**

The Request Form allows the student's health care professional to provide the necessary documentation to assist OU in making the appropriate reasonable accommodations for the student. Documentation must show that the requested accommodation is necessary to provide the student with equal access to OU's meal plan and/or facility; in addition, there must be an identifiable relationship between the requested accommodation and the disability. The treating health care provider completing the form must specialize in a field consistent with the diagnosis, as well as be familiar with the student's disability and the necessity for the requested accommodation. To avoid any conflict of interest, only a non-family healthcare provider may provide documentation.

Meal plan accommodations can only be made prior to or within the first 2 weeks of the semester. Any requests made after the deadline will be considered for the following semester. There are no exceptions to this deadline. Accommodations are not retroactive and financial refunds will not be granted for current or past semesters.