

Documentation Standards for Transportation Accommodations

All WVU students requesting a disability-related transportation accommodation must register with the WVU Office of Accessibility Services and provide up-to-date, appropriate, and objective documentation that clearly substantiates a significant functional impairment. An individual with a disability is defined as a person who has a physical or mental impairment that substantially limits one or more major life activities.

Determinations on reasonable transportation accommodations will be based on the documentation submitted to OAS at the time of the student's application and discussion with their Accessibility Specialist.

To be authorized for a transportation accommodation, students must:

1. **Register** with the Office of Accessibility Services (OAS) at <http://accessibility.wvu.edu/register>.
2. **Submit a completed Transportation Licensed Professional Questionnaire** with a licensed professional who is credentialed in the area related to the diagnosed condition for which transportation is being requested.
3. **Meet with an Accessibility Specialist.**

If a transportation accommodation is authorized, students must submit a completed Student Schedule Form to WVU Transportation and Parking at <https://accessibility.wvu.edu/transportation/class-schedule-form>

After it is received, they will send an email that contains the student's pick-up schedule. Scheduled pick-up times will be approximately a half hour before the student's classes begin.

The following information/documentation is **not** adequate for determining accommodations:

- A brief note from a physician or health professional that simply requests an accommodation or provides a diagnosis without offering supporting documentation. This includes information or notes written on a prescription pad, as well as aftercare instructions issued to the patient.

Transportation Licensed Professional Questionnaire

West Virginia University is committed to providing reasonable and effective accommodations to qualified individuals with disabilities. All WVU students requesting disability-related accommodations must register with the WVU Office of Accessibility Services and provide up-to-date, appropriate, and objective documentation that clearly substantiates a significant functional impairment. An individual with a disability is defined as a person who has a physical or mental impairment that substantially limits one or more major life activities.

Students with temporary and permanent mobility impairments are provided the use of an accessible shuttle to transport students to and from classes on the Evansdale and Downtown campuses. The shuttle is available among WVU buildings only. For students not living in residence halls, the pick-up/drop-off location will either be Mountaineer Station or the Motor Pool Facility (end of Robinson Street). Students using their own vehicle for transportation to the pick-up/drop-off location must purchase a parking permit to park in a handicap space at the assigned hub.

To be completed by the student:

Student Name: _____ Student ID #: _____

I request that the following information from my licensed professional be used as documentation of my request for a transportation accommodation. I understand that this documentation may be reviewed by and discussed with members of WVU Transportation and Parking as appropriate.

Furthermore, I give my consent for any member of the WVU Office of Accessibility Services to contact my licensed professional for additional information as needed.

Student Signature: _____ Date: _____

To be completed by the licensed professional:

Provider: _____ Title: _____

Address: _____

Phone: _____ Email: _____

License Number: _____ Office Name: _____

1. Is this student currently under your care? Yes No
 - a. If so, duration of care?
 - b. Date of most recent contact?

