



Weill Cornell Medicine

Office of Civil Rights and Investigations

Accommodations Procedure

The Medical College and the Graduate School of Medical Sciences of Weill Cornell Medicine are dedicated to providing equal educational opportunities for students with disabilities. Students must complete all stages of the Accommodations Procedure outlined below to formalize their accommodation.

1. Initial Contact
 - Reach out to the Case Manager & Disability Specialist to begin accommodation discussions.
2. Documentation Submission
 - Complete the 'Application for Student Disability Services' form.
 - Provide a relevant and recent note from a medical provider which outlines the need for the requested accommodation(s), as well as details relevant medical conditions and symptoms.
3. Discussion with the Disability Specialist
 - Meet to discuss the situation, including: their disability, specific symptoms, and barriers to success in their program.
4. Disability Registration
 - Once the student is determined to qualify to receive an accommodation, they will have the opportunity to refine their request with the Specialist. Through discussions, the student and the Specialist will determine what accommodation would be most feasible and the best fit for their disability.
5. Request Discussions
 - To satisfy the student's request, there will be an interactive dialogue with the appropriate department(s) to determine an accommodation. During this process, the Specialist will communicate on the student's behalf and provide the appropriate updates.
6. Accommodation Approval
 - The Specialist will communicate on the student's behalf and provide the appropriate updates. Once an accommodation has been negotiated with the appropriate department, the student will be notified. The approved accommodation may differ from the student's original request.
7. Faculty Notification
 - Send accommodation letters to professors/relevant course staff.
 - Going forward, this should be completed at the start of every semester. The Disability Specialist should be copied on these email exchanges. It is strongly recommended that students do not disclose their disability, medical status, or treatment plan to a faculty member when they do so.