

How to Apply for Services with Student Disability Resources & Services (SDRS)

Students must request to receive disability related accommodations by completing the following process:

1. Apply and be accepted for admission to Texas A&M University-Commerce through the University's [admissions process](#).
2. After being admitted to the University, complete and submit your application for [Student Disability Resources & Services](#).
3. Upload documentation as prompted that supports your request for accommodations.

After completing the application and uploading the necessary documentation, a SDRS staff member will contact you to discuss possible accommodations. If the documentation submitted is not sufficient to be considered for accommodations, you will receive an email letting you know additional documentation is required.

Once approved for accommodations, students must request accommodations for their classes each semester using the AIM system in order to have Faculty Notification Letters (FNLs)/Accommodation Letters prepared and distributed to instructors.

[Apply Here!](#)

Registering with Student Disability Resources & Services

It is the student's responsibility to make their accommodation needs known and to provide appropriate documentation to support the requested accommodations.

Students must also request accommodations for their classes each semester.

Documentation

Disability documentation can be submitted for review at any time during the year as long as the student is a currently enrolled student at Texas A&M University -

Commerce or is an incoming student that has accepted their offer of admission. Documentation submitted to SDRS is confidential and used solely for the purpose of determining appropriate accommodations. Affiliation with SDRS is not reported on a student's transcript. Please review the [Documentation Guidelines](#) for more information. Documentation should be uploaded to the AIM system. For questions regarding documentation, please contact the Student Disability Resources & Services office at (903)886-5150 or email StudentDisabilityServices@tamuc.edu.

You've applied for services through SDRS, what's next?

Once a student's application and supporting documentation are received, the student's file will be submitted to a SDRS staff member for review. After review, the staff member will contact the student to discuss possible accommodations. If the student is approved for accommodations, an approval letter will be emailed to the student's Leo email account. This process may take up to two weeks depending on case load and time of semester accommodations are requested. At the postsecondary education level, students are solely responsible for decisions regarding their accommodation needs. Parents may attend meetings with their student and SDRS staff at the student's discretion.

Contact Us

Location: James Gee Library, Room 162

Phone: (903) 886-5150

Email: StudentDisabilityServices@tamuc.edu

Fax: (903) 886-8148