

HOUSING ACCOMMODATIONS REQUEST PACKET: Academic Year 2025-2026

Dear Student,

Student Accessibility Services (SAS) encourages timeliness with student requests for housing accommodations and strongly recommends that students submit the Housing Accommodation Request Packet (HARP) according to the timeline below:

Returning graduate and undergraduate students: . *Note: Housing selection begins in April. [Please see the Pace housing website](#) for complete details and dates.*

Incoming first year graduate and undergraduate students: . *Note: Housing assignments are sent out the first week of August for these students. [Please see housing website](#) for complete details and dates.*

Transfer Students: Upon admission and acceptance to the university.

Determining accommodations is an interactive process between you (the student), SAS, and other relevant parties (if determined by SAS), and reviewing your request may take up to four weeks to process once all materials have been submitted. Your request will not be reviewed until the application, personal statement, student intake appointment, and documentation (if needed) have been received by the office. See page two for further details about timelines.

by Pace University SAS (NYC campus) complete this packet. [Please complete the Previously Granted Housing Accommodation Memo Request form](#)



Please complete this form, in its entirety, with details regarding your request for disability housing accommodations.

Submit this form, along with your personal statement and medical documentation to the Student Accessibility Services via scan/email ([SASNYC@pace.edu](mailto:SASNYC@pace.edu)).

Please be in touch with the Student Accessibility Services if you have any questions.

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Incoming undergraduate / Undergraduate / Incoming graduate / Graduate / Transfer

1<sup>st</sup> year   2<sup>nd</sup> year   3<sup>rd</sup> year   4<sup>th</sup> year

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- Double
- Triple
- Suite
- Shared floor bathroom
- Bathroom attached to room
- N/A incoming freshman
- N/A transfer student
- N/A not currently living in university housing





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