

# STUDENT ACCESSIBILITY CENTER

## MEAL PLAN MODIFICATION POLICY

### POLICY

Some disabilities may occasionally make it necessary for a student to receive a meal plan modification. As such, requests for meal plan modifications are considered on a case-by-case basis.

The SAC considers accommodation requests for meal plan modifications based on submitted documentation, discussions with the student, and information provided by the Loyola Dining staff. It is the responsibility of the student to submit documentation from a licensed professional. The SAC does not consult directly with licensed professionals. Submission of documentation does not automatically qualify students for a meal plan modification or exemption.

### PROCEDURE

Students request specific accommodations upon registering with the SAC. If a student requests a meal plan modification as an accommodation, the student's assigned accessibility specialist will conduct a discussion related to their request during an appointment with the student. Students can schedule this appointment with the accessibility specialist in Accommodate. If a student is already registered with the SAC, additional documentation may be required to add this accommodation to their record.

Approval:

In determining the reasonableness of the initial approval of this accommodation, the following process will ensue:

1. The SAC will collect information from the student's SAC registration forms regarding the impact of their disability.
2. The SAC will review supporting documentation from a treating physician and may request additional documentation. Documentation from licensed professionals does not automatically qualify a student for a meal plan accommodation.
3. The SAC will meet with the student to discuss their documentation and narrative.
4. The accessibility specialist will convene with the Loyola Dining staff to determine reasonable accommodations based on the student's narrative, documentation, and information provided by the Loyola Dining staff.
5. The accessibility specialist will notify the student of their decision via email.

6. The student will complete the "[Request for Meal Plan Release](#)" form which can be found on Residence Life's page on the Loyola website.
7. The accessibility specialist will be notified when the student has submitted the form and will add the SAC's recommendation to said form.
8. Residence Life will make necessary adjustments to the student's meal plan.

Note: If a student would like to pursue an appeal of the original accommodation decision, they should follow the Appeal Process located on the SAC's webpage in the [Accommodate Resource Library](#).

Students that have concerns regarding dining hall facilities should contact Terese Sinal, Aramark Nutrition Associate Manager, at [tsinal@luc.edu](mailto:tsinal@luc.edu) or (773) 364-0563.