

**K-State Research and Extension  
FCS Professional Development Academy**

**Accommodation Request Form**

Welcome to KSRE's Professional Development Academy for Family and Consumer Sciences staff. We look forward to hosting you at this very special event and want to make this the best experience possible for you.



If you require an accommodation, service, or accessibility to fully participate in this event, please fill out the following information so we may best serve you. Please submit your request(s) at least two weeks prior to the event. The completed form should be sent to KSU's Accommodations Specialist, Emily Everts at [eeverts@ksu.edu](mailto:eeverts@ksu.edu). If you have any questions or need guidance, please contact Emily at the above email or call 785/532-1908.

Your Name \_\_\_\_\_

Your phone number \_\_\_\_\_

Your email address \_\_\_\_\_

Please briefly describe your restrictions or limitations for which you are requesting accommodation or accessibility:

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Please provide a description of the accommodation(s), accessibility and/or services you will need for this event:

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Please provide any additional information that might be useful in processing your accommodation request:

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