



## **Sample Letter Requesting Accommodations**

[Applicant's Name]  
[Applicant's A-number]  
[Applicant's Address]  
[Phone number]

[Date]

[District Director's Name]  
District Director  
U.S. Citizenship and Immigration Services  
[Address]

Re: Accommodations for my disability at my USCIS interview

Dear [Sir/Madam],

I am writing to request accommodations for my disability at my naturalization interview. [If interview is already scheduled, include the date of the interview.] My disability [name or describe the disability] makes it difficult for me to [describe difficulties and how they relate to the interview, e.g. cannot write; hear the examiner ask questions; travel to the interview site; etc.]. [An applicant with disabilities that are not clearly perceivable, such as a mental illness or learning disability, should attach a letter from a doctor verifying the disability and explaining the need for the requested accommodations].

In accordance with section 504 of the Rehabilitation Act, please make the following accommodations for me at my interview: [describe the accommodation and how it will make the interview easier, e.g. family member present to make the applicant more comfortable; simplified questions so that the applicant can understand; etc.].

If you have any questions about my request, please contact me [or my guardian or my doctor] at [phone number and email address]. Thank you for your consideration and understanding.

Sincerely,

[Applicant]

[Date]