

Template Referral Email: Direct Disclosure of Disability

Dear *Student's Name*,

During our conversation today, I encouraged you to contact the Office of Student Accessibility Services (SAS) here at Delaware State University. I wanted to ensure you had their contact information, please find it below:

Location: William C. Jason Library, Room 204

Email: aksmith@desu.edu

Phone: 302-857-6898

Fax: 302-857-7202

Web: [SAS Website](#)

Sincerely,

Your Name