

DISABILITY ACCOMMODATIONS

“Accommodations” are modifications during the taking of exams which some students with disabilities are eligible to receive. Some examples: extended test time, reduced-distraction environment, use of assistive technology such as screen enlargement for low vision.

In order to use such accommodations, students must become registered with the Office of Disability Services (ODS) and present documentation of their disability.

If you ARE registered with ODS, in order to use your testing accommodations, you must have:

- 1) your signed accommodation letter
- 2) politely reminded your instructor in advance of the exam that you will be testing in the Testing Center to ensure that your test is delivered; please discuss this with him/her when you complete the IAP form.
- 3) made an appointment at least 24 hours in advance by calling 619-4317. This must be done for each exam.

If you have been approved for a reader, scribe, interpreter or the use of assistive technology, you must set an appointment through the Testing Center at 619-4317 **AND** the Office of Disability Services at 619-2660.

Please feel free to contact Disability Services if you have any questions about this process.

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