

**Webster University -- CONFIDENTIAL
REQUEST FOR ACADEMIC ACCOMMODATIONS**

DATE _____ **ID#** _____ **SSN** _____

NAME _____ **TEL #** _____

CELL # _____

ADDRESS _____

(Street)

(City)

(State)

(Zip)

Email _____

Are you a full-time student? _____ **Circle one: FR SO JR SR GR**

ADVISOR _____

(Name)

(Department)

MAJOR/EMPHASIS _____

EDUCATIONAL CAREER GOALS _____

Have you applied for Vocational Rehabilitation? _____

If so, name and telephone number of your counselor:

DOCUMENTATION OF DISABLING CONDITION RECEIVED _____

(Date)

FROM: _____

(Source)

REASON(S) FOR REQUESTING ACCOMMODATIONS _____

ACCOMMODATIONS REQUESTED

In Class:

- ___ Preferential seating in class:
 ___ toward front ___ elsewhere: _____
- ___ Copies of lecture notes, outline, or PowerPoint
 ___ large print (font size _____)
- ___ Peer notetaker: ___ photocopied ___ typed/printed
- ___ Advance notice for written assignments/papers
- ___ May need extra time for papers and projects
- ___ Give homework assignments either in written format or at the beginning of class,
 when attention is on the instructor and no other noise is present
- ___ Reader for assignments: ___ in-class ___ out-of-class
- ___ Do not call on student unless s/he raises his/her hand
- ___ Excuse occasional absences for medical reasons
- ___ Notify _____ if student misses two consecutive classes
 or gets behind in assignments
- ___ Allow extra breaks from class: _____ (frequency/length)

Technology/Equipment:

- ___ Use of computer for long in-class assignments
- ___ Use of computer for notetaking
- ___ Use of calculator for math-related courses and tests
- ___ May tape-record classes
- ___ CART or other transcription service
- ___ Textbooks in alternative format on request
- ___ Other assistive technology: _____

Testing:

- ___ May need extended time for testing:
 ___ time and a half ___ double ___ other: _____
- ___ May test in a distraction-reduced environment such as the ARC
- ___ Use of computer for testing:
 ___ objective (multiple choice, T/F) ___ essay ___ other: _____
- ___ Reader for tests
- ___ Typist/scribe for tests

Other:

- ___ Recommend use of Online Writing Center
- ___ Other accommodations: _____
- _____
- _____
- _____

I agree with the above accommodations.

(student signature)

(date)

I have been provided with a copy of Webster's grievance policy.

(student signature)

(date)

Form revised 10/30/07