

**Academic Resource Center -- 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** \_\_\_\_\_ **MINOR** \_\_\_\_\_

**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 Barbara Stewart (x7495) 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

### *ARC Resources:*

- Recommend use of Peer Tutoring Program
- Recommend use of Writing Center
- Recommend assistive technology training
- Weekly meetings with an academic counselor in the ARC
- Weekly meetings with a peer mentor in the ARC

\_\_\_\_ 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)