

this accommodation is given to most of our students for a variety of different disabilities. Most will receive one and a half to double time for tests and quizzes. This applies to online exams, as well.

- f* Reduced distraction: this accommodation is added when a student requires testing in a private room. Reserving private rooms is done in Testing Services.
- f* Testing in DS: Some students need to test in the Disability Services office for many different reasons. The student should be making appointments through the DS office to schedule.
- f* No scantron if a student has a mobility challenge or other disability preventing them from using a scantron, they will need a live scribe for tests and quizzes. All of these tests will be in the DS office.
- f*

- f Audio record lectures:if a student utilizes this accommodation they are required to sign a form through the DS office, agreeing not to share the recordings, reproduce them, or post them on any public or private website or social media. Recordings are destroyed at the end of the semester. Students will use a clean or a personal device for recording.
- f Use of laptop/technology in class:students may need to access PowerPoints, etextbooks, or take notes on their laptops. Students with a vision impairment may need to use a CCTV in order to access notes written on the board or projected on a screen. This will require someone from the DS office to accompany the student to class. Faculty will be notified if this is the case.
- f Large print/tactile diagrams:students with a vision impairment may need to have diagrams, graphs,maps, or other images with tactile representation. This will be done by the DS office. Materials need to be emailed or dropped off to DS at least 4 days in advance of class use. Large print diagrams or assignments will need to be enlarged to a designated font size (usually 24).
- f In-class assistant:students with a vision impairment or a mobility disability may require a classroom assistant for material handling, note taking, etc. This is especially true for lab classes.
- f Preferential seating:student can sit where he/she can best obtain the information that is presented in class. For students that record lectures, the front is optimal. Some students require a seat in the back, by the door, etc. The seat they will require should be listed on their Letter of Accommodations. Student and faculty should collaborate regarding seating.
- f Stand/move break:and/or momentarily leaving class:students may need to take a break and step out of class, periodically. DS strongly encourages students to communicate with faculty if this is an accommodation they feel they will need. Any necessary arrangements can be made, regarding any missed material.
- f Sign Language Interpreter and/or Real time captionist (CART):students that are deaf or hard of hearing may have a sign language interpreter live in class or use a remote real time captionist. DS has a separate form entitled the faculty resources tab, for more information on this. Any videos or movies being used in class will need to have closed captioning if they are not already captioned. It is strongly recommended to find movies/videos that have captioning included. There is information about captioning under the faculty resources tab, as well.
- f Attendance flexibility and assignment adjustment, as reasonable:students have disabilities that are episodic in nature and can have flareups, may require extra doctor visits and/or hospitalizations, etc. and may cause a student to periodically miss a class or an exam. The DS office

*f* Other: this list of accommodations only highlights the more common ones provided for

caseby-case basisSome may be more complicated and/or ~~specific~~ and will need to be discussed with faculty individually. If this is the case, DS will reach out to faculty directly to discuss these accommodations. Faculty is always welcome to ask for additional explanations on specific accommodations or express ~~any~~ c08.02 63730-