



UNIVERSITY OF
Rhode Island

CONFIDENTIAL

TO: Professor Any Teacher
FROM: Pamela Rohland, Director, Disability Services for Students
Rosemary Lavigne, Coordinator, Disability Services for Students

DATE: February 22, 2008

RE: Accommodations for Sally Student
Student's ID# 100700000
Course GEO 801, Section 0002

Dean of Students
401-874-2101

Community Standards
& Discipline
401-874-2098

Commuter Housing Office
401-874-2828 and
401-874-5393

Disability Services for
Students
401-874-2098

Independent Student
Services
401-874-2097

Substance Abuse
Prevention Services
401-874-2101

Women's Center
401-874-2097

TT via RI Relay
1-800-745-5555
Fax: 401-874-5574

The above named student is enrolled in your course. The Disability Services for Students Office has thoroughly reviewed this student's documentation of disability. Based on this documentation, we are recommending the following accommodations as necessary adjustments for the student to participate in your class.

**** Modified Testing Procedure.**

The requesting student must contact the professor not less than one week before each exam to request test modifications. The professor and the department are asked to arrange for the modified exams. Please discuss with the student any of his/her specific needs in relations to elements of the curriculum. Please contact 874-2098 for further information.

The specific modifications for this student are:

-- Extended time on exams.

Procedure: The generally accepted standard is a 50% extension, that is, an extension to time and one-half. On occasion, the student's documentation may warrant longer extensions and it would be so noted. The professor and student are asked to arrange a mutually acceptable starting time and length of time for the exam.

--Private space for exam.

The student requires a quiet location to reduce distractions. So that the student experiences the same or similar test conditions as other students during the exam, it is suggested that the student have reasonable contact with the professor or designated proctor. If you need support in proctoring an exam, please contact your department chair or dean.

Please discuss each accommodation with the student so that it is appropriate to both the student's needs and the format of your course. If you have any questions or would like assistance with this process, please call 874-2098.

Students bear the primary responsibility for advance notice to the URI Office of Student Life/Disability Services for Students and their professor(s) when the above services must be modified or if other assistance is needed. The student must adhere to all course requirements as well as University standards of behavior.

Please feel free to contact the Director of Disability Services for Students at 874-2098 regarding any aspect of this request. Thank you for assisting us in providing equal access and opportunity to all students.

Student's Signature _____ Date _____

Faculty Member's Signature _____ Date _____

Comments: _____

Please sign and return original copy of this letter to Office of Student Life/Disability Services for Students. Thank you. Students and professors may make copies of this letter.