

THE UNIVERSITY OF RHODE ISLAND

DIVISION OF
STUDENT AFFAIRS

DISABILITY SERVICES FOR STUDENTS (DSS) / OFFICE OF STUDENT LIFE

Disability Services for Students, University of Rhode Island, Kingston, RI 02881 USA P:401-874-2098

CONFIDENTIAL

TO: Professor : Any Professor
FROM: Pamela Rohland, Director, Disability Services for Students
Rosemary Lavigne, Coordinator, Disability Services for Students
PROVIDENCE CAMPUS-Tammy Bolotow, Coordinator. Academic Skills Ctr. - 401-277-5221
DATE: June 2, 2011
RE: Accommodations for Any Student
Student's ID# 101010101
Course Sample 100, Section 0003

The above named student is identified by Disability Services for Students and is enrolled in your course. The DSS staff have 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.

Exam or Testing Accommodations.

The requesting student must contact the professor one week in advance of each exam or test to request the modifications listed below, so that the professor or department are able arrange for these accommodations. Exam accommodations are intended to remove or reduce environmental barriers experienced by students with disabilities and are for purposes of equal opportunity. The specific accommodations recommended for this student are:

Extended time on written assessments; 50% extension.

Procedure: The professor and student are asked to discuss a mutually acceptable starting time and place for the test or quiz. So that the professor has reasonable advance notice to provide the time extension, the student should contact the professor one-week before each test or exam.

Advance Copy of slides and projected lecture materials.

Procedure: In cases where lecture slides are not posted on-line, the professor is asked to provide a copy of lecture slides at or before the beginning of each class. This can be in paper form, or e-mailed for use on student's personal computer, or other mutually acceptable method. This allows equal access to the projected notes/slides during the lecture.

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.

Kingston: 330 Memorial Union Providence: Room 239 - Academic Skills Center

Thank you. Students and professors may make copies of this letter.