



Jenny Buchanan
Student Support Services
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Student Authorized Accommodations

| | | |
|------------------------|---------------------------|-------------------------|
| Student: SAMPLE | Empl ID#: SAMPLE | Semester: SAMPLE |
| Course: SAMPLE | Instructor: SAMPLE | |

This certifies that this student has presented documentation of a disability and is legally entitled to the following accommodations. Implementation of accommodations should not compromise academic standards or alter the integrity of the course content. This information is CONFIDENTIAL and should not be shared with other faculty, staff, and students without this student's specific permission. If you need assistance to implement these accommodations, please contact Student Services.

This Student Authorization Accommodation Form is only valid for one semester. Requests for accommodations must be made prior to the start of each semester by the student for each semester which they require accommodations. It is the student's

responsibility to discuss their disability with their instructors and provide them a copy of this accommodation form.

Approved Accommodations:

- *Extended time on test (1 ½ for test and 2 time for comprehensive final exams)**
- *Reader for test.**
- *Copies of class notes and overheads.**

Note to Faculty & Students Regarding Testing Accommodations:

- Students are required to request any needed accommodations at least 48 hours prior to each test by contacting the disability counselor and their instructor.
 - If a reader or scribe is needed then the test will be administered on the main campus or at one of the WCC sites in order to provide the accommodation.
- For all testing accommodations the student is expected to take the test on the regularly scheduled day and provide advanced notice of needing accommodations.

Section 504 of the Rehabilitation Act of 1973 and ADA mandates institutions to provide appropriate and reasonable accommodations based on disability and individual need. The following designated accommodations have been requested to help the student successfully complete their studies. The Institute for Higher Education Policy stresses that accommodations which are a "fundamental alteration" of a program or which would impose an "undue" financial or administrative burden are not required. Please call Student Support Services, Jenny Buchanan at 223-4754, if you have any questions or if we can help in any way. Thank you for your cooperation!

SSS Counselor: _____

Date: _____

Student: _____

Date: _____