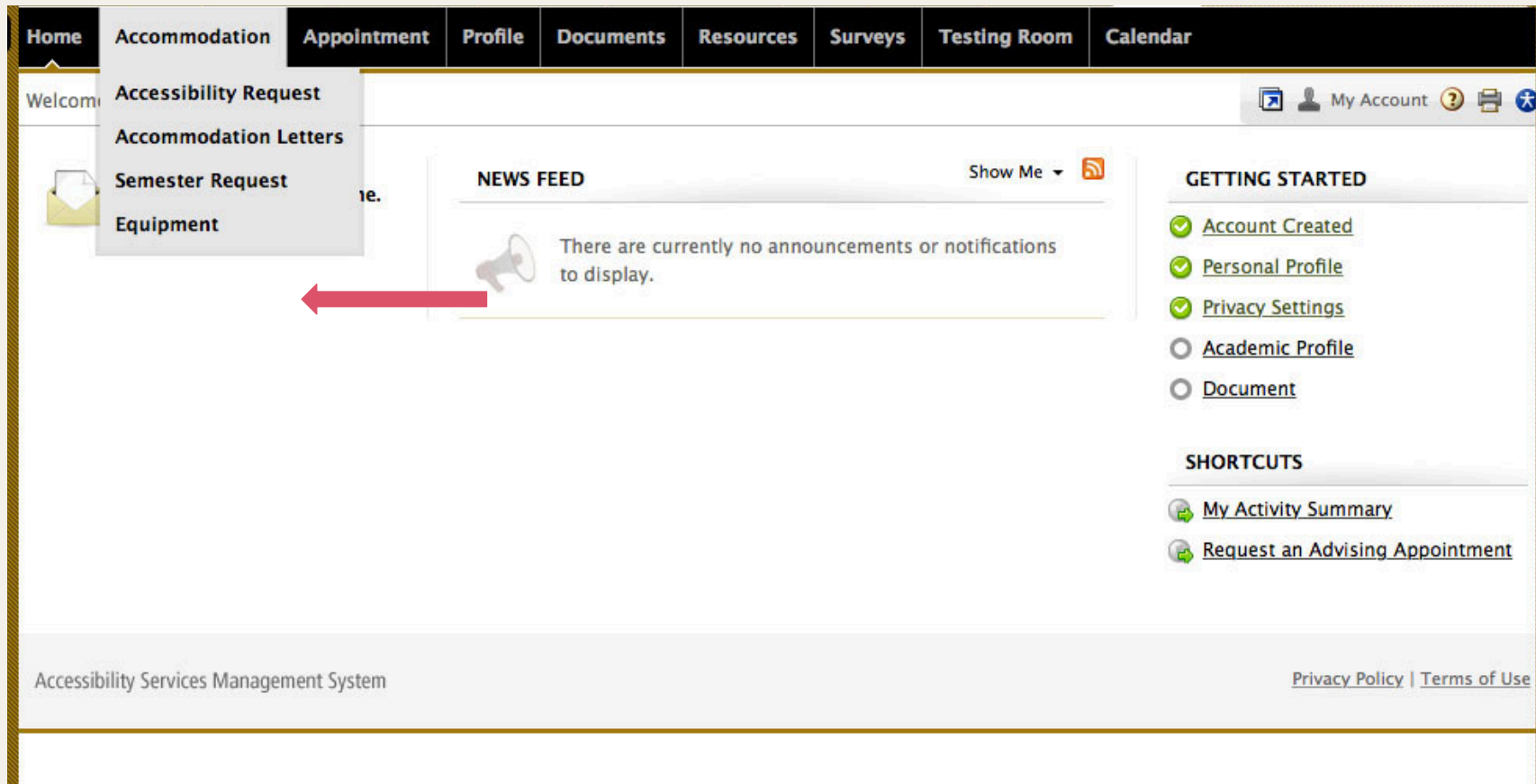




ACCOMMODATE

Student Portal Semester Request Form

The Semester Request form can be found under the Accommodation tab.



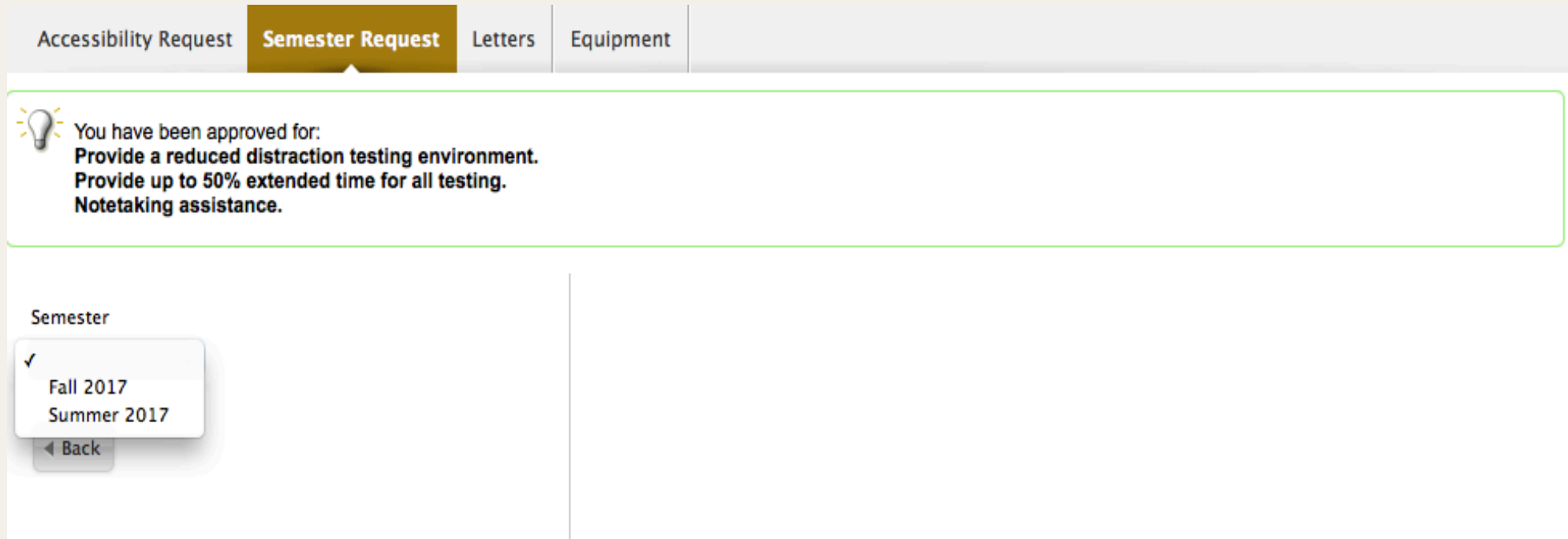
You are now able to see your previous semester request. To begin a new Semester Accommodation Request , click “Request Accommodation” at the bottom left.

End Date to

of 12

Actions	Requested Accommodation	Date Needed	End Date	Created	Approved	Course	Semester
	Provide a reduced distraction testing environment.	May 30, 2017	August 19, 2017	June 01, 2017, 5:58 pm	✓	HAPP 495 01 2162 (Health Sci/Pol Internshp)	Summer 2017
	Provide up to 100% extended time for all testing.	May 30, 2017	August 19, 2017	June 01, 2017, 5:58 pm	✓	HAPP 495 01 2162 (Health Sci/Pol Internshp)	Summer 2017
	Notetaking assistance.	May 30, 2017	August 19, 2017	June 01, 2017, 5:58 pm	✓	HAPP 495 01 2162 (Health Sci/Pol Internshp)	Summer 2017
	Provide up to 100% extended time for all testing.	January 30, 2017	May 25, 2017	January 28, 2017, 9:46 pm	✓	IS 295 01 4651 (Inter. Business Applications), HAPP 340 01 8007 (Health Communication)	Spring 2017


After clicking the “Request Accommodation” you should be directed to this screen. Select the current semester you are requesting accommodations. Please note that you can see your approved accommodations.



The screenshot displays a web interface with a navigation bar at the top containing four tabs: "Accessibility Request", "Semester Request" (which is highlighted in a dark blue color), "Letters", and "Equipment". Below the navigation bar, a green-bordered box contains a lightbulb icon and the following text: "You have been approved for: Provide a reduced distraction testing environment. Provide up to 50% extended time for all testing. Notetaking assistance." Below this notification, there is a "Semester" dropdown menu. The dropdown is open, showing a checkmark next to "Fall 2017", "Summer 2017", and a "Back" button with a left-pointing arrow.

Once you select the current semester, the classes will appear. You two choices: You can click “Submit for All Accommodations”. This will submit your semester request to be approved.

Accessibility Request **Semester Request** Letters Equipment


 You have been approved for:
Provide a reduced distraction testing environment.
Provide up to 50% extended time for all testing.
Notetaking assistance.

Semester
Fall 2017

Back

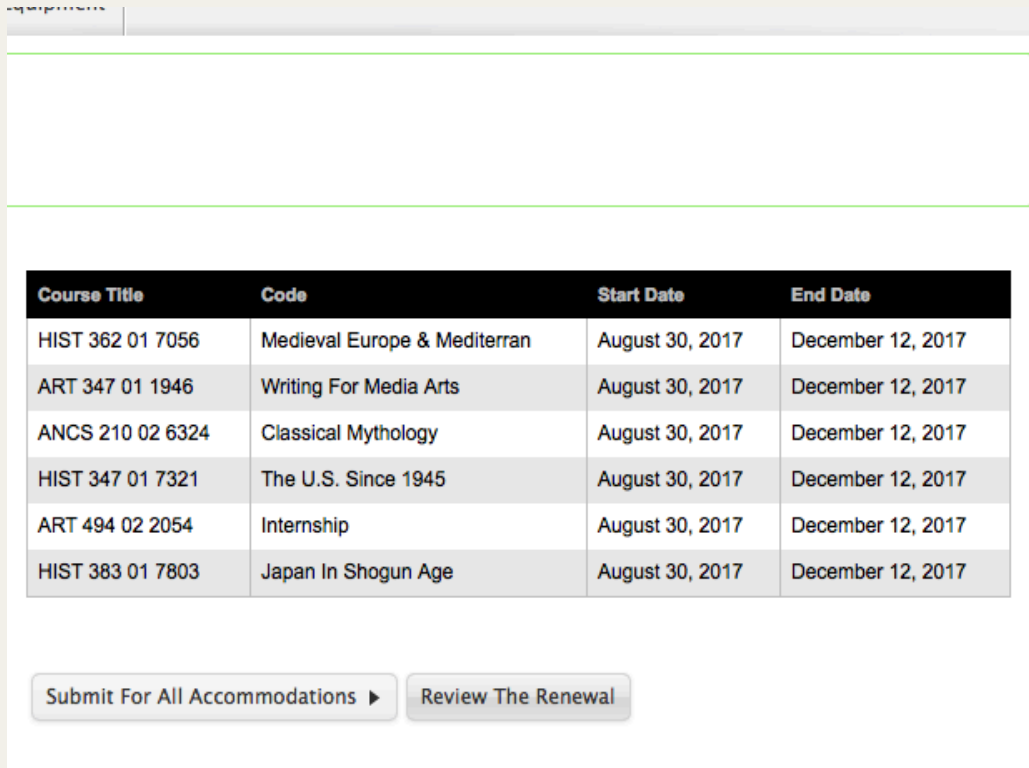
Course Title	Code	Start Date	End Date
HIST 362 01 7056	Medieval Europe & Mediterran	August 30, 2017	December 12, 2017
ART 347 01 1946	Writing For Media Arts	August 30, 2017	December 12, 2017
ANCS 210 02 6324	Classical Mythology	August 30, 2017	December 12, 2017
HIST 347 01 7321	The U.S. Since 1945	August 30, 2017	December 12, 2017
ART 494 02 2054	Internship	August 30, 2017	December 12, 2017
HIST 383 01 7803	Japan In Shogun Age	August 30, 2017	December 12, 2017

Submit For All Accommodations Review The Renewal



Second choice is for you to review your semester request. Click the “Review this Renewal” button

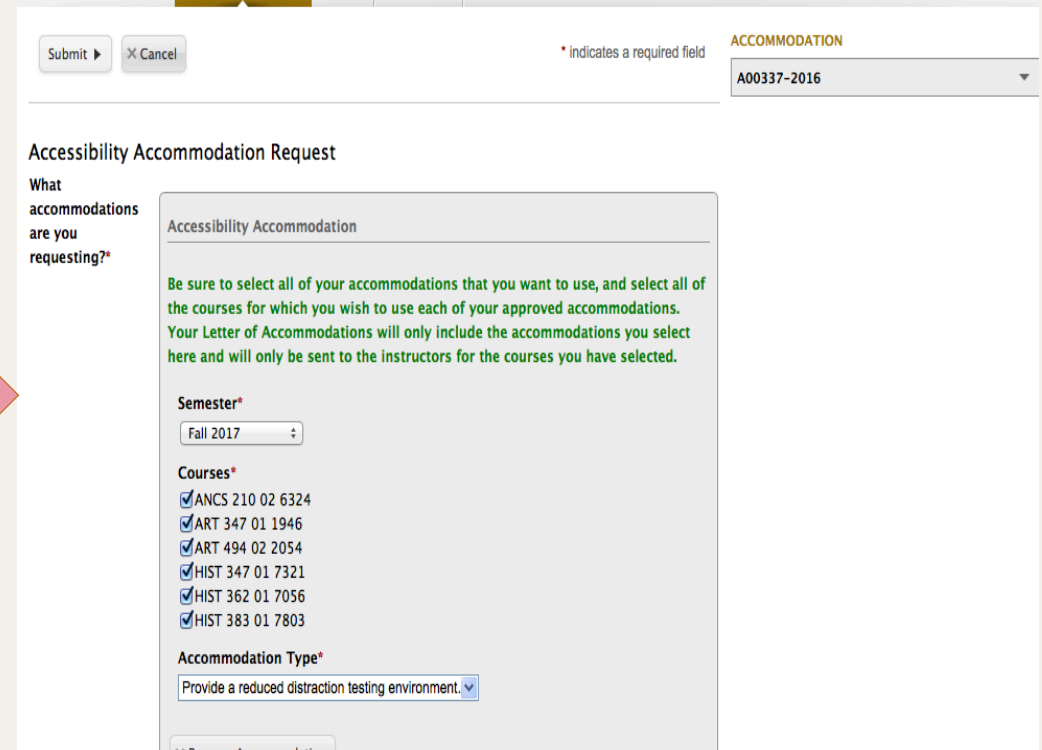
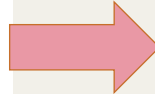
You will be able to review and make adjustments to your semester request (i.e. remove accommodations or deselect class for specific accommodations)



A screenshot of a web interface showing a table of course requests. The table has four columns: Course Title, Code, Start Date, and End Date. Below the table are two buttons: "Submit For All Accommodations" and "Review The Renewal". A green rectangular box highlights the top portion of the page above the table.

Course Title	Code	Start Date	End Date
HIST 362 01 7056	Medieval Europe & Mediterran	August 30, 2017	December 12, 2017
ART 347 01 1946	Writing For Media Arts	August 30, 2017	December 12, 2017
ANCS 210 02 6324	Classical Mythology	August 30, 2017	December 12, 2017
HIST 347 01 7321	The U.S. Since 1945	August 30, 2017	December 12, 2017
ART 494 02 2054	Internship	August 30, 2017	December 12, 2017
HIST 383 01 7803	Japan In Shogun Age	August 30, 2017	December 12, 2017

Submit For All Accommodations ▶ Review The Renewal



A screenshot of an "Accessibility Accommodation Request" form. The form includes a "Submit" button, a "Cancel" button, and a dropdown menu for "ACCOMMODATION" set to "A00337-2016". The main heading is "Accessibility Accommodation Request". Below this is a section titled "What accommodations are you requesting?" with a sub-heading "Accessibility Accommodation". A green text block provides instructions: "Be sure to select all of your accommodations that you want to use, and select all of the courses for which you wish to use each of your approved accommodations. Your Letter of Accommodations will only include the accommodations you select here and will only be sent to the instructors for the courses you have selected." Below this are three sections: "Semester*" with a dropdown set to "Fall 2017"; "Courses*" with a list of courses and checkboxes, all of which are checked; and "Accommodation Type*" with a dropdown set to "Provide a reduced distraction testing environment".

Submit ▶ X Cancel * indicates a required field ACCOMMODATION A00337-2016

Accessibility Accommodation Request

What accommodations are you requesting?

Accessibility Accommodation

Be sure to select all of your accommodations that you want to use, and select all of the courses for which you wish to use each of your approved accommodations. Your Letter of Accommodations will only include the accommodations you select here and will only be sent to the instructors for the courses you have selected.

Semester*
Fall 2017

Courses*
 ANCS 210 02 6324
 ART 347 01 1946
 ART 494 02 2054
 HIST 347 01 7321
 HIST 362 01 7056
 HIST 383 01 7803

Accommodation Type*
Provide a reduced distraction testing environment

Semester*
Fall 2017

Courses*


- ANCS 210 02 6324
- ART 347 01 1946
- ART 494 02 2054
- HIST 347 01 7321
- HIST 362 01 7056
- HIST 383 01 7803

Accommodation Type*
Notetaking assistance.

- Once you have finish reviewing or making changes click on the “submit” button.

- If you see this error “ You do not have any accommodations that are eligible to renew”. This means that you have already submitted your semester request for the current semester. To see your current semester request go back to the main semester request screen. If you have any questions about completing the semester request please contact us at disAbility@umbc.edu.

Accessibility Request **Semester Request** Letters Equipment




You have been approved for:
Provide up to 100% extended time for all testing.
Notetaking assistance.
Use a computer for exams.
Provide a reduced distraction testing environment.
Permission to write tests answers directly on test book, no scantron sheet.
Provide a reader/scribe/assistive technology software for testing.

Semester

Fall 2017

← Back



You do not have any accommodations that are eligible to renew

Course Title	Code	Start Date	End Date
SCI 100 100 1613	Water; Interdis Study	August 30, 2017	December 12, 2017
MLL 230 01 1535	World Lang Communities	August 30, 2017	December 12, 2017
PSYC 335 01 4854	Physiological Psychology	August 30, 2017	December 12, 2017
GES 110 01 1586	Physical Geography	August 30, 2017	December 12, 2017
SCI 100 102 1615	Water; Interdis Study	August 30, 2017	December 12, 2017