ACCOMMODATIONS:  Understanding Your Role In Supporting Students

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DID YOU KNOW?

• Approximately 20% of the population worldwide has a disability
• Approximately 6-8% of college students have a disability
• Most common functional disability type in the US has to do with mobility impairments
• Most common learning disabilities are those that impact reading, math, and written expression
  • Not mutually exclusive
UF STUDENTS

• How many students do you think were registered with the DRC in the 2016-2017 school year?
  • 2,297 students
  • 4.4% of the total UF student population
    • Discrepancy between UF and worldwide data… why?

• Categories of disability, by primary disability:
  • 31% Mental Health Impairments
  • 26% Attention Deficit/Hyperactivity Disorder
  • 18% Learning Disorders
  • 13% Medical/Chronic Health Conditions
  • 6% Other: Hearing, Vision, TBI, Autism
  • 5% Physical/Mobility Impairments
**ACCOMMODATIONS PROCESS**

1. **Student self-identifies to the DRC and provides our office with documentation**
2. **DRC Reviews student’s documentation**
3. **DRC holds a collaborative discussion with student regarding accommodations**
4. **DRC prepares accommodation letter for student to provide to instructors**
5. **Student provides accommodation letter to instructors**

*You are not obligated to provide a student accommodations if they do not provide you with their accommodation letter*
ACADEMIC ACCOMMODATIONS

- Note-taking services
- Access to course materials (e.g. copy of PowerPoint Presentations)
- Access to course materials in an alternative format
- Services for students with hearing impairments (e.g. captioning, interpreter)
- Accommodated testing (e.g. access to an extended exam time, a low distraction environment, assistive technology, a scribe)
- Educational/Lab Assistants
NOTE-TAKING SERVICES

- DRC student and note taker must adhere to attendance policy
- Instructor / TA is responsible for identifying note-taker
- DRC handles behind-the-scenes coordination and troubleshooting
- Packet available at our office or online as a writable PDF
ACCOMMODATED TESTING

• Testing accommodations are facilitated in one of the following ways:
  • Instructor accommodates students during office hours or private appointment, or
  • Instructor arranges student to test at DRC, following the process below:

1. Instructor and student decide to have exam at DRC
2. Instructor provides proctoring info to DRC via “Contract”
3. Student submits test request with DRC > 4 business days before exam
4. Instructor receives notification, approves (or declines) request
5. Student is added to DRC schedule if approved
6. Instructor provides exam materials (drop off or electronically)
7. Student tests with DRC
8. Completed exam returned to instructor via email or pick-up
RESPONSIBILITIES RECAP

**Students**
- Initiate process
- Provide you with their accommodation letter
- Utilize the Accommodated Test Request (ATR) form online to test at DRC
  - No less than 4 business days before their examination date

**Instructors**
- Provide accommodations based on accommodation letters
- Keep disability-related information regarding a student confidential
- If using DRC for testing:
  - Complete a “Contract” with DRC (link available on website)
  - Provide DRC with exam materials no later than 3pm the day before an exam
  - Inform DRC if there have been changes in dates/times of exams
  - Approve and/or decline test requests no less than 2 business days before an exam
If a student in your class has a disability and is not yet registered with our office, you may have them contact us at the phone number above.