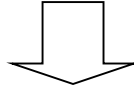




Wesleyan College Disability Resources Accommodation Request Process

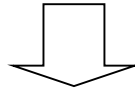
Student

- Obtain and complete Request for Disability Services Form
- Collect appropriate documentation from qualified licensed professional
- Make appointment with the Coordinator of Disability Resources and request specific accommodations as soon as possible prior to when accommodations are desired*



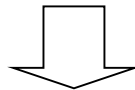
Coordinator of Disability Resources

- Engage in an interactive conversation with the student to collect important information regarding her specific disability and requested accommodations upon appointment scheduled by the student
- Review documentation upon presentation by the student
- Approve reasonable accommodations and notify student and appropriate staff
- Provide student with access letters for each class student will utilize accommodations



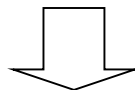
Student

- Make appointment and present documentation provided by Disability Resources to appropriate faculty members



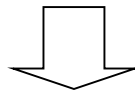
Student and Faculty Member Collaboratively

- Determine a plan for implementing academic accommodations, make specific notes for implementation strategies on accommodation paperwork
- Sign academic accommodation agreement



Student

- Return paperwork to the Coordinator of Disability Resources to finalize accommodations



Coordinator of Disability Resources

- Sign academic accommodation agreements
- Send a copy of accommodation agreements to the student and faculty member
- Securely maintain all paperwork

* To continue to be considered for academic accommodations, a student must request services each semester. Other accommodation requests must be made annually.