Letter of Accommodation

Date: July 22, 2022
From: Tina Murray, Accessibility Counsellor
Re: John Zebra (11111111)

These accommodations are in place until **May 25, 2023**

The following accommodations were approved for all courses however John decides which ones they need or don't need for each course. Accommodation needs are influenced by the design and delivery of instruction. For example, if a professor uses Universal Design for Learning principles in test design and provides all students with time-and-a-half for their tests, then extra time for tests would not be a required test accommodation for that course.

Students are expected to be an active participant in the accommodation process and are to engage in a respectful manner in all aspects of the planning and use of their accommodations. Difficulties should be communicated in a timely manner to me.

Faculty may want to review specific accommodations in the User's Guide to AES. Click on the accommodation you are interested in from the Table of Contents and it will take you directly to the correct page.

If you have any questions or concerns about these accommodations being in conflict with any course learning outcomes, please contact me as soon as possible.

Course and Classroom Accommodations

• Permission to Leave Class if Needed - the student may need to leave class because of their disability without being asked to explain.
• Service Animal – Student will be accompanied by an approved support/service animal on campus as per Policy.
• Periodic Movement – Student may require regular periodic movement/positional change breaks in class or assessments.

Testing Accommodations

Test accommodations must be arranged by students using the AES Online Test Booking System with at least 7 calendar days' notice. All test accommodations are provided in AES/Testing Centre.

• Extra Time (1.5x) for Timed Evaluations – The student requires 1.5 times the regular time, unless Universal Design for Learning principles have been implemented.
• Quiet Space – to reduce distractions; other students will be in the room.

• Reader – an AES Invigilator to read test/quiz/assignment questions only until the student is trained in using text-to-speech software; the reader will not interpret or clarify test questions.

Placement Accommodations

• At this time, no accommodation needs have been identified for placement. If this changes, the student will meet with the accessibility counsellor and program/placement coordinator.

Other Accommodations Not Included Above

• Reduced Course Load – as part of the student's formal Educational Plan (Ed Plan).
• Time Management/Organizational Apps - help students on their own devices with time management and organizational tools

It is possible that some accommodations may not end up being necessary. For example, if faculty provide all students with copies of lecture notes in advance of class, note taking accommodations would not be needed. As faculty adopt and incorporate Universal Design of Learning (UDL) principles into the design of their curriculum, the less a student with a disability will need to access individualized academic accommodations. However, if the student does encounter a barrier, they will discuss their concerns with you and as needed a meeting with John Zebra, you and me can be arranged to explore the most appropriate accommodations.

Please let me know if you have any questions or concerns,
Tina Murray
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