Accommodate is our web-based accessibility management system. Within Accommodate you will be able to see all accommodation letters sent to you per the student’s request as well as class rolls with accommodations listed for students in a particular class. You will also receive an email at your gcsu.edu account with an accommodation letter so you have several options to access accommodations for a particular student.

We apologize if you receive a letter for a student who is no longer enrolled in your class. It may be that the student submitted a request for a letter prior to dropping your class.

To access Accommodate, login to Unify, go to the Start Here tab. Scroll down to Unified Resources. Click on Accommodate - Faculty.
• From the Dashboard you will be able to navigate to a list of accommodation letters you have received and your courses.
• Nothing needs to be done in Personal Profile or My Account.
When you click on Accommodation Letters you will see all accommodation letters that have been sent to you for students in your classes. When you click on the link for the letter you will see the entire letter. See the next slide for an example.

*Please keep in mind that students have to login to Accommodate and request letters for their classes. If a student says they should have a letter and you do not see it here, in the Enrolled Students list for their class in Accommodate, or in your gcsu.edu email, please have them check their account in Accommodate or refer them to the Student Disability Resource Center.
Accommodations Memorandum for: Jean Gray, 911999999

This accommodation letter verifies the student named above is registered with the Student Disability Resource Center and eligible to receive academic accommodations. The purpose of providing accommodations is to ensure students with disabilities have equal access to all aspects of the course/program. Faculty are responsible for providing the accommodations listed below and should contact the Student Disability Resource Center with any questions. This letter is valid only for the academic term and course listed below.

This student has a documented disability and has engaged in the interactive process to determine reasonable accommodations as defined by the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

Classroom/Leave Class Suddenly

Some students require accommodation to manage pain, anxiety or other disability related occurrences. Students are responsible for discussing leaving class with the instructor.

Test/Quiz/Distraction-Reduced Test Room

Test/Quiz/Stop-the-Clock Breaks

Students who have online exams should receive double time.

Classroom/Books in Digital Format (CIDI)

Classroom/Disability Related Absences

If the student must be absent due to disability related reasons, the discussion between the instructor and student should include: 1. What the instructor considers to be a reasonable amount of absences in this class. 2. The instructor's preferred method of being contacted and what he/she considers timely notification of the student's absence. 3. The time table to make up missed assignments and exams/quizzes, if applicable. 4. Documentation of the agreement via email between the student, instructor and The Student Disability Resource Center. For more information, please see the link below.

Additional Comments for Faculty: It is the student's responsibility to contact you to discuss these accommodations. Please respect the student's right to confidentiality and limit your discussion to one that is private and confidential, focused only on the accommodations listed above, and not on the nature of the student's disability. It is the student's right to choose whether to share details about their disability, and the faculty should not share this information with others.

The Center for Testing will assist you with testing accommodations. Please contact them at 445-5016 for further information.

You may refer to the Student Disability Resource Center website at http://www.gcsu.edu/disability/information-faculty for more information and supplemental documents about how accommodations work and their limitations, where applicable.

Thank you for helping to create equal access for students, and please don't hesitate to contact us with any questions.
Clicking on Courses will bring you to the Course Catalog. Choose the correct semester and Apply Search.
Scrolling down, you will see a list of courses you are teaching for the chosen semester. You can click on each course title to get detailed information about the course and to see who is enrolled in each course.
Course

Title
Mind Control 1101

Instructors
Professor X (professor.x@gcsu.edu)

Code
MDCL_1101_W01
From Enrolled Students you will be able to see if a student has requested accommodations for your class and the specific accommodations. This can be used in addition to the accommodation letter you will receive in an e-mail and the one you can view on the Accommodation Letters screen.

*Again, please keep in mind that students have to login to Accommodate and request letters for their classes. If a student says they should have a letter and you do not see accommodations here, in the Accommodation Letters section of Accommodate, or in your gcsu.edu email, please have them check their account in Accommodate or refer them to the Student Disability Resource Center.
Thank you!
If you have any questions, please email disability@gcsu.edu or call x5931.