

Disabled Student Services
Janet Norman, Assistant Director
MTSU P.O. Box 7
Murfreesboro, Tennessee 37132
(615) 904-8246



PLEASE SIGN AND RETURN

Date: 5/16/2007

Semester: Summer 2007

Dear Instructor,

Section 504 and Title II of the Americans with Disabilities Act (ADA) requires universities to provide reasonable accommodations for all qualified students with disabilities.

_____ is registered with the Disabled Student Services office.

We are providing the following accommodations:

- Note taker
- Scribe
- Interpreter
- Permission to record lecture
- Other: _____

We request that you allow the following academic accommodations:

- Extended time for exams: 50% 100%
- Distraction reduced environment for exams
- Scribe for exams
- Reader for exams
- Assistive technology: spell checker calculator use of computer
- Flexible attendance policy, where permissible. Attendance is required regardless of disability. Instructor can recommend the student drop a course due to attendance. Student can fail a course due to failure to comply with attendance policy regardless of disability.
- Other: _____

If you are unable to provide the above-mentioned academic accommodations under your supervision, please contact the named student to have these accommodations provided under the supervision of DSS. Thank you for your cooperation.

Please provide your signature and return:

- to campus mail box 7
- fax 898-4893
- KUC 120

Professor Signature

Date

Are your notes available online? _____ Yes _____ No

Course Name and Number _____