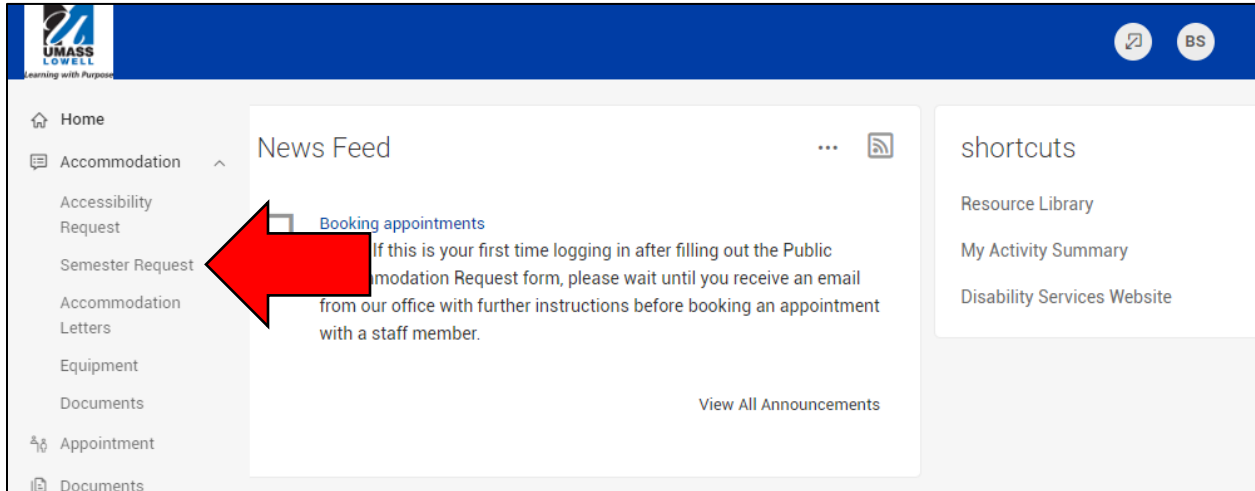
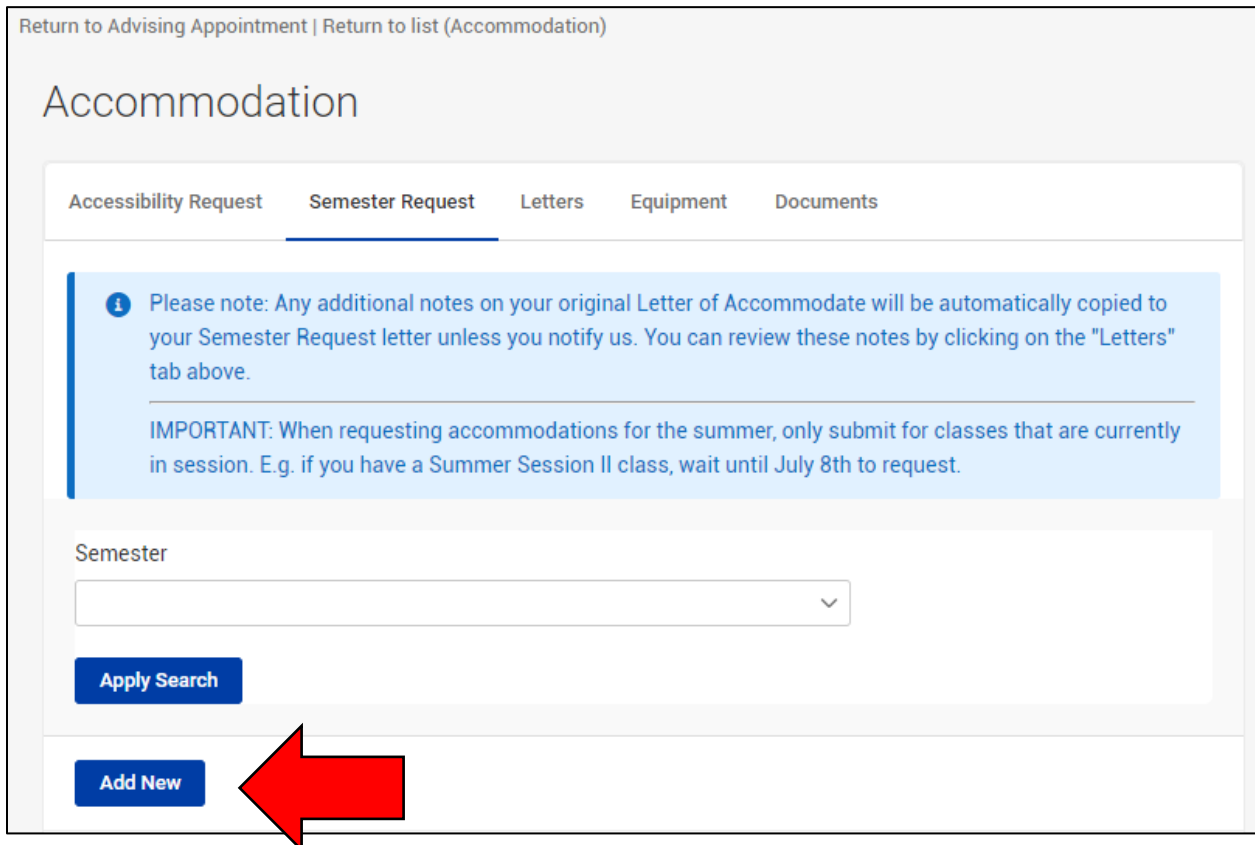


How to Request Your Accommodation Letters for the Semester

1. Log into Accommodate using your student email address and password: <https://uml-accommodate.symphlicity.com/students/>
2. Hover over the "Accommodation" tab and select "Semester Request"



3. This screen will show your accommodation letter requests from previous semesters. To request accommodations for this semester, click the "Add new" button.





4. Select the current semester from the drop down menu. Now you can choose between two options:
 - a. "Submit for all Accommodations" button: will send all accommodations to all of your professors. This button completes the process.
 - b. "Review The Renewal" button: allows you to select which accommodations you want to send to which faculty

Accommodation

Accessibility Request Semester Request Letters Equipment Documents

i You have been approved for:
Extended time for exams and quizzes/1.5x
Reduced Distraction Environment
Notetaker

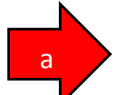

Semester
2019 Summer  

Back

Submit For All Accommodations Review The Renewal

1 Results

Course Title	Code	Start Date	End Date
Spanish	LASP101	May 03, 2019	August 30, 2019

 **Submit For All Accommodations** Review The Renewal 

5. If you selected to "Review the Renewal", you will see a box for each of your accommodations. For each accommodation, there will be a list of all of your courses. Use the check marks to select the courses that you want the accommodations to be sent to. If there is an accommodation that you don't want to send to any of your faculty this semester, click the "Remove Accommodation" button. When you are finished, click "Submit".

Submit **Cancel**

* indicates a required field

Accessibility Accommodation Request

What accommodations are you requesting? *

Accessibility Accommodation #1

Accommodation Type *

1.5x X Choose...

Semester *

2019 Summer

Courses

- History
- Intro to Psychology
- Research Methods
- Spanish

Remove Accommodation

6. Your semester request has been sent to Disability Services for review. You will receive an email when it has been approved and sent to your professors. As always, it is important to discuss your accommodations with your faculty as soon as possible.