

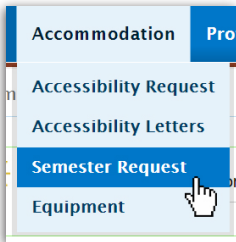
Request Semester Accommodations

Please note: Semester accommodation requests must be submitted for each semester.

1. Go to www.slcc.edu and log into "My SLCC"
2. Click "Academics & Records" at the top
3. Click "Accommodate Login" under the Disability Resource section

Once logged in:

4. Hover over the Accommodation tab at the top of the screen, then select Semester Request from the drop-down menu.



5. Click Request Accommodation button.

Request Accommodation

6. Select which semester you want to renew your accommodations for from the Semester drop-down list. Your corresponding course schedule will appear on the right side.

Semester*

7. Click Review The Renewal button below your course schedule.

Review The Renewal

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8. By default, all courses will be checked for each approved accommodation. Review the approved accommodations and un-check the box next to any classes where the listed accommodation is **not desired**. For example, an accommodation for a recorder or smart pen during lectures would not be useful for an **online class**.

Courses

- Algebra for College Success
- Elements of Eff. Comm (CM IN)
- Intermediate Writing (EN)

9. If there is a listed accommodation that you do not wish to renew for any classes at this time, click the Remove Accommodation button. The accommodation will still be available to request later.

✕ Remove Accommodation

10. When you have finished customizing your accommodation request click the Submit button at the bottom of the page.

Submit ▶

You can view the status of your semester request by clicking on the Accommodation tab at the top of the page. When the semester request has been approved the red ✕ next to your request will turn into a green checkmark ✓ and a copy of your accommodation letter will be emailed to your instructors and to your Bruinmail account.

Please contact **your Accessibility Advisor** if you have questions about your accommodations or do not receive your emailed accommodation letter after your request has been approved.

