

THE
UNIVERSITY
OF RHODE ISLAND

DIVISION OF
STUDENT AFFAIRS

DISABILITY ACCESS and INCLUSION (DAI) / DEAN OF STUDENTS OFFICE
University of Rhode Island, Kingston, RI 02881 USA P:401-874-2098

CONFIDENTIAL

TO: Professor : Banner, Bruce
FROM: Tony Stark - Coordinator
DATE: January, 2022
RE: **Accommodations for Peter Parker**
Student's ID# 1000000000
Course BIO 103, Section 001

The above named student is identified by Disability, Access, and Inclusion and is enrolled in your course. The DAI staff have thoroughly reviewed this student's documentation of disability. Based on this documentation, we are requesting the following *essential* accommodations for the student to equally participate in your class.

Please note, all information related to a student's disability status is considered strictly confidential. We remind you to use discretion with this information and to please take appropriate steps to ensure confidentiality related to this student's accommodation needs. We thank you for assisting us in providing equal access and opportunity to all students.

Exam or Testing Accommodations.

Exam and test accommodations are essential in providing equal opportunity for students with disabilities and are intended to remove or reduce certain environmental barriers that students may experience. The requesting student must contact the professor one week in advance of each exam or test to request the accommodations listed below, so that the professor or department are able arrange for these accommodations. All student conduct codes regarding academic honesty apply. The **Academic Testing Center (<http://web.uri.edu/atc/faculty/>)** is available to assist faculty with accommodated exams. The specific accommodations for this student are:

Breaks During Exam As Necessary

The professor is asked to work with this student, as needed, to allow extra breaks during exams or other activities in the case of medical need. These breaks stop the clock and should not be counted against total exam time. The professor maintains the right to discuss and ensure academic test integrity, despite this medically essential accommodation.

Extended time on written assessments, such as exams, tests or quizzes; 100% extension.

The professor and student are asked to discuss a mutually acceptable starting time and place for the test or quiz. So that the professor has reasonable advance notice to provide the time extension, the student should contact the professor one-week before each test or exam. For assistance applying this accommodation to online exams, please contact the **lead information technologist at 874-4921.**

Please note: for FINAL exams only, students are eligible to request a break at the midpoint of their examination. This request must be made a minimum of one week in advance, faculty may choose to administer the final exam in two parts to protect academic integrity.

Separate Space for Exam.

To decrease distractions during the exam, it is important for this student to take exams in a quieter environment with fewer people than the average classroom allows. In general, 2 to 10 test takers may be acceptable, depending on the class size or the size of the alternate space. To ensure equal opportunity, the separate location should allow reasonable contact with the professor or their designated proctor; the space should also be reasonably quiet, away from busy office areas or hallways. If you need assistance locating such a space, please contact your Department Chair or Dean's Office, as most have designated spaces or conference rooms. The Academic Testing Center in Chafee Hall, may also be of service: 874-4421 and <http://web.uri.edu/atc/>

Permission to Leave Class Occasionally.

Due to reasons of disability, the student may occasionally need to leave class. Professors should not call attention to their departure. The student must not disrupt any class activity and remains responsible for all material presented during class. The student must comply with all course requirements.

General Accommodation Procedure: Disability, Access, and Inclusion delivers letters electronically to students. Students are then responsible for sending them to their professors and arranging a time to meet and discuss their accommodations. During this conversation, please ensure that accommodations are appropriate for both the student's need for equal opportunity and the central function of your course.

Once the accommodation meeting between student and professor has taken place, the accommodations will be considered valid for the duration of the semester. If you have any questions or would like assistance with this process, please call 874-2098 or e-mail dai@etal.uri.edu.

When the student's services must be modified or if other assistance is needed, students bear the primary responsibility for advance notice to Disability, Access, and Inclusion and their professor(s). The student must adhere to all course requirements as well as University standards of behavior.