

Student Request for DSPS TEST FACILITATION

In order for us to arrange appropriate accommodations for your exam (example: locate an available space, record test, etc.) we **MUST** have this form completed **a minimum of 72 hours (3 working days) before each scheduled exam. If your exam date/time changes, please contact the DSPS front desk immediately at 588-5130.**

TODAY'S DATE STUDENT PHONE/CELL #

STUDENT NAME ID #

INSTRUCTOR COURSE

CLASS EXAM DATE CLASS EXAM TIME

ADDITIONAL INFORMATION (e.g. Extended Time, Kurzweil, Reader)

Enter Here

Please return completed form to the DSPS front desk by the deadline. Thank you.

For Office Use only-Please Initial

Rec'd: KR___ LR___ CH___ TH___ MD___ Database: ___ SARS: ___ Initial Contact Letter ___ T.A.R/Email ___

Rev 02/7/17 kr/ch/md