

Requesting Accommodations for Your Courses

1. Select **List Accommodations** in the **Navigation Sidebar** and locate the "Select Accommodations for Your Class."

My Accommodations

- > Information Release Consents
- > My Eligibility
- > List Accommodations**
- > Test Accommodations

Any questions or concerns? Use the following contact information:

Primary Advisor
Name: Rick Muthiah
Phone: (503) 554 - 2314
[Send Email](#)

Select Accommodations for Your Class

Important Note

1. Course may take **up to 48 hours** to display in the system after you have registered for your courses. If you do not see one or more of your courses in the list below **48 hours** after registering, please contact Disability Services Office.
2. Your courses might not display below if you are part of the course waiting list.
3. If you are **unable to select the checkbox** from the list of courses below, that means you have submitted your request for accommodation for that course.
4. If you wish to **modify your accommodation request** (change, cancel a request) scroll down until your course is displayed and select either modify request or cancel request.

Step 1: Select Class(es)

- [Requested] Fall 2018 - BUSN 486.A - STRATEGIC MANAGEMENT (CRN: 1899)
- [Requested] Fall 2018 - COMM 420.A. - INTERCULTURAL COMMUNICATION (CRN: 1351)
- [Requested] Fall 2018 - HUMA 290.F - ART, BEAUTY, AND TRUTH (CRN: 1286)
- [Requested] Fall 2018 - MKTG 300.A - CONSUMER BEHAVIOR (CRN: 1930)

Important Note:
Students are expected to communicate with professors in person (for a face-to-face class) or by phone or email (for an online course) to confirm understanding of accommodation requests that have been emailed to professors. If you are not comfortable communicating with a professor, notify Rick Muthiah (rmuthiah@georgefox.edu or 503-554-2314) and he will assist with follow up communication.
Contact Rick Muthiah if you have questions about the process or concerns that effective accommodations aren't being provided.

[Step 2 - Continue to Customize Your Accommodations](#)

2. Under "**Step 1: Select Classes**," check the boxes for each class for which you are requesting accommodation. Click "Step 2 – Continue to Customize Your Accommodations."
3. Under "**Final Step: Request Accommodation for Each Class**," select your accommodations for each class. When finished, click the button titled "**Submit Your Accommodation Requests**."

Note: If the accommodation you expected is not listed under this section, please contact the DSO.

4. If you entered any non-lecture classes, such as labs, in Step 2, you will be asked to confirm your accommodation requests for these classes.
5. Check back after 1 business day to view the status of your requests.
6. Use **List Accommodations** (link on the left) to view the status of your accommodation requests. **List Accommodations** can also be used to change or cancel accommodations.