



Dear Faculty Member,

Student is a student enrolled in your course listed below and has a documented disability on file with the University.

SUBJ	CRSE	TITLE	INSTRUCTOR
CHM	1211	General Chemistry I	Last, First
UFDN	1000	The Christian Faith	Last, First
BIO	2101	General Biology	Last, First

In accordance with Federal and state laws* and consistent with our mission, we need to provide the following accommodations to ensure equal access to University programs:

- **50% more time for exams:** The student is eligible for 50% more time on exams, if requested in advance. The student will provide you with an Exam Accommodation Form at least 3 days prior to the exam date if s/he wishes to use this accommodation.
- **Quiet Testing Environment:** The student is eligible to take exams in a quiet, reduced distraction setting, if requested in advance. The student will provide you with an Exam Accommodation Form at least 3 days prior to the exam date if s/he wishes to use this accommodation.

Thank you in advance for your cooperation. If you have any questions, concerns or recommendations, please don't hesitate to contact me.

Best regards,

Annabell DuMez-Matheson

Assistant Director, Disability Support Services
Center for Learning, Lower Moyer Hall
206.281.2272

* For more information, please visit: [Title III of the ADA Amendments Act 2008](#), [Section 504 of the Rehabilitation Act of 1973](#), [RCW 28B.10.916](#).