



Disabilities Services - Accommodation Letter Request

Cadets registered with the Office of Disabilities Services notify their professors of their accommodation needs by providing each of them with an Accommodation Letter signed by the Director of Disabilities Services. It is the cadet's responsibility to make an appointment to meet with the professor, present the letter to the professor and discuss the provisions of their accommodation letter. The professor will sign the Accommodation Letter, make a copy for their confidential file, and the cadet will keep the original signed letter. Cadets must allow two business days for the accommodation letters to be prepared by the Office of Disabilities Services.

Cadet's Name: _____

Date: _____

Please provide the following information for each course in which you request accommodations:

1. Course Title/Number/Section: _____

Accommodation requested: _____

2. Course Title/Number/Section: _____

Accommodation requested: _____

3. Course Title/Number/Section: _____

Accommodation requested: _____

4. Course Title/Number/Section: _____

Accommodation requested: _____

5. Course Title/Number/Section: _____

Accommodation requested: _____

Director of Disabilities Services Signature

Date

Cadet's Signature

Date