Student with Disabilities
How to Renew Semester Accommodations

The University of Scranton uses Accommodate by Symplicity to assist students with disabilities in the process of obtaining accommodations.

Renewing Semester Accommodations

Each semester, students are expected to renew their accommodations to inform instructors in the courses students are enrolled. This is done through Accommodate. However, since Accommodate is a new system, students will meet with their disability coordinator in the fall 2021 to go together through the process outlined below.

Access Accommodate and log into the My.Scranton portal.

1. Click Accommodation

2. Click Semester Request

3. Click Add New
4. Click in the Semester drop-down to select an upcoming semester
   a. Above this selection, you will see a confirmation of your current approved accommodation(s)

5. Click **Review the Renewal**
   a. Note that all courses for the selected semester are listed underneath
6. For each accommodation, you must select the courses you want to apply it to
   a. In the image above, the accommodation RDA (Reduced Distraction Area for testing) is applied to 2 courses

7. Review each one of your approved accommodations and apply to the appropriate courses
   a. In the image above, accommodation #2 is applied to 3 courses
8. Click Submit