

2010/2011 CSD STUDENT ACCOMMODATION SHEET REQUEST FORM

This form is needed to request accommodation sheets to be sent to your instructors

Student Name and Student ID Number:

OCAD E-mail Address and Telephone Number:

Are there changes to accommodations from the last time you requested the accommodation letters?

No, there are no changes, please send the same letters.

Yes, there are changes and I will be speaking with my primary contact at the CSD: Lisa Allen or if you do not have a primary contact at the CSD, please be in touch with Samantha Feldman). I understand that the letters will not be sent until I discuss the changes.

Attach a copy of your course schedule and indicated which courses you would like accommodation sheets sent to. Please make sure that both teachers/teaching assistants (TAs) names are included so that TAs are aware of your accommodation needs, especially for courses where the TAs do the marking and the tracking of the grades.

Having trouble finding out your teachers names, follow this link to a spreadsheet showing teachers and room numbers.

http://www.ocad.ca/students/records_registration/course_calendar/1011/undergraduate/course_schedules.htm

Would you like to be carbon copied on the digital copy of your accommodation letter sent to professors? Yes No

Date: _____ Signature of Student: _____
(not needed if submitting the form by e-mail)