



AUBURN

Office of the Provost *Accessibility*

Fall 2024 - CTEE 4030.CCC - CURRICULUM NATURAL SCIENCE- C (CRN: 11917)

Important Notice: The information in this letter is strictly confidential!

Emily Cain (904179272, ecc0102@auburn.edu) has supplied the Office of Accessibility (OA) with documentation that qualifies the student for the services indicated below.

Please read carefully the information pertaining to specific accommodations for Emily Cain. If requested, your prompt response will ensure that Auburn University is in compliance with Federal Statutes.

You can view this request along with other student requests in the [AIM Faculty Portal](#). You will also find a feature to acknowledge the receipt of the accommodations.

Specific accommodations the student is eligible to receive:

1. Alternative Formats

- ***E-Text***

Student may request textbook in an online/accessible format. The Office of Accessibility is available to provide assistance, if needed.

2. Alternative Testing

- ***Extra Time 1.50x***

Student needs time and a half on exams, quizzes, and tests.

- ***Reader or Text-to-Speech Software for Exams***

Student may need a reader or text-to-speech software for exams or quizzes.

- ***Reduced Distraction Testing Environment***

This student will need a reduced distraction testing environment, if requested.

3. Classroom Accommodations

- ***Copies of Lecture Materials***

Provide student with copies of materials used in class (i.e. projected notes, powerpoints). Visit our [Copies of Material](#) webpage for more information regarding this accommodation.

- ***Laptop Use for Lecture Notes***



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Student will be using a laptop to assist with note taking or in class assignments.

- ***No Penalty for Spelling***

No penalty for spelling on in-class assignments. Allow student to use a word processor or spell check when possible. This accommodation does not apply to spelling tests or coursework where accurate spelling is fundamental.

- ***Record Lectures (Audio)***

Student will be using technology to assist with note taking. This technology may include digital recording devices or more sophisticated means of capturing the lectures (i.e. LiveScribe, Glean, iPads, OneNote, etc.). Student may need to sit close to instructor for optimal recording.

Communication with Student

After sending this notification, students must follow-up with instructors to communicate about specific accommodation needs. Accommodations are not retroactive, so timely communication is important.

In-person or Zoom meetings are encouraged but not required for basic accommodations (Ex: extended test time). Faculty can communicate their plan for providing basic accommodations to students over email. Please contact the Office of Accessibility if you have questions about this.

Please respect the student's right to confidentiality. Discuss a student's accommodations in private conversations with that student only. The student has the choice to share specifics about their disability.

Purpose of Accommodations

The purpose of providing accommodations is to ensure that the student has an equal opportunity in the class. If you have questions regarding how to assist a student with accommodations, please contact OA at 334-844-2096 or accessibility@auburn.edu

Additional Information: Visit our website for more [Faculty Resources](#)

Thank you,

Office of Accessibility
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Reference Code: 1