

Semester Final Exam Accommodation Request Form

- Students, please fill in all necessary information that is being requested. Once completed & signed, please turn in this form to the SSD office to set up dates and accommodations for your FINAL exam. This completed form is due to SSD **three weeks** before your final exam. Please fill out this form for each enrolled course.
- Evening Classes: Finals can be scheduled earlier, or the next day, with instructors approval. Students are instructed to speak to professors in advance regarding any date or time changes. The SSD office closes at 8:00 p.m. during finals. Please contact Nyxy Imes, SSD's Testing Accommodations Coordinator, at 278-7220 or nyxyimes@csufresno.edu for further assistance, if needed.

SUBMIT FINAL EXAM REQUEST BY:	FOR EXAM ON:
November 20th, Monday	December 11th, Monday
November 21st, Tuesday	December 12th, Tuesday
November 22nd, Wednesday	December 13th, Wednesday
November 23rd, Thursday	December 14th, Thursday

Student Information

Students Full Name: _____

Primary Phone Number: _____ E-mail: _____

Course: _____ Days of Class: _____

Class Time: _____ Classroom Location: _____

Professor Name: _____ Professor E-mail: _____

Testing Accommodations

Testing Aids

- Reader
- Scribe (Writer)
- Spelling Aid
- Color Paper
- 4 Function Calculator
- Enlarge Exam (129%)
- Other: _____

Assistive Technology

- CCTV
- Computer - MS Word
- Computer - Dragon
- Computer - Read&Write
- Computer - JAWS
- Computer - ZoomText

Room / Time

- Private
- Quiet
- Time
- Time & ¼
- Time & ½
- Double Time
- Restroom Break

Final Exam Date: _____ Final Exam Day: _____ SSD - Final Exam Time: _____

Student Signature: _____ Date: _____

Final Exam Schedule

YOUR FINAL EXAM START TIME	SSD START TIME
In-Class Start Time: 6:30am, 8:30am, or 8:45am	SSD Start Time: 8:00am
In-Class Start Time: 11:00am	SSD Start Time: 11:00am
In-Class Start Time: 1:00pm or 1:15pm	SSD Start Time: 2:00pm
In-Class Start Time: 3:30pm	SSD Start Time: 3:30pm
In-Class Start Time: 5:45pm or 8:00pm	SSD Start Time: 5:00pm

SSD OFFICE USE ONLY: 1) DSTMP: _____ 2) Input in SAM: _____ 3) File in Binder when Finished