

Accommodation Requests for Spring 2003

Please submit accommodation requests for this semester as soon as possible and **no later than Tuesday, April 15, 2003** to LNEC. If you will be asking for **Peer Notetaking Service as an accommodation, you should submit these requests by February 7, 2003** and not later than the deadline to add courses for your school. In addition, all arrangements for exam accommodations should be finalized with professors prior to the last week of class.

- If you need accommodations for a disability in any of your classes - and current, appropriate documentation is on file with LNEC - we require 5 to 10 business days to process requested letters.
- If current, valid documentation is **not** on file or if requests are submitted after April 15, LNEC may not be able to approve and process the necessary letters in time for this semester's exams.

DEADLINES

Note Taking Requests: February 7th

All Other Memo Requests (green sheets): April 15th.