

ADAPTIVE EDUCATIONAL SERVICES  
Indiana University Purdue University Indianapolis  
Joseph T. Taylor Hall  
815 W. Michigan St., Room UC137  
Indianapolis, IN 46202

Class mtg. date/time \_\_\_\_\_  
Class room # \_\_\_\_\_

**AES APPROVED ACCOMMODATIONS FORM**

Date: \_\_\_\_\_

Dear \_\_\_\_\_ (Faculty name) Dept./School: \_\_\_\_\_

The student listed below is registered with Adaptive Educational Services and is enrolled in your class.

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Class: \_\_\_\_\_ Section #: \_\_\_\_\_

Based upon a documented disability, AES has approved the following accommodations which are indicated by a checkmark.

\_\_\_\_ 1. That the student is entitled to have extended time on tests in the amount of:

\_\_\_\_\_ One-and-a-half times the established test-taking time.

\_\_\_\_\_ Two times the established test-taking time.

\_\_\_\_ 2. If agreeable with you, the above named student may take all or some of your exams in the AES lab located in University Library (Rm. 3135H) with a proctor present. The use of the lab is especially important if the student needs: a scribe for writing down test answers \_\_\_\_\_, a reader for test instructions and questions \_\_\_\_\_ or a reduced distraction environment \_\_\_\_\_ for test taking.

\_\_\_\_ 3. Note taking. The note taker will be another student in the class and will be compensated. Your assistance in identifying such a student may be necessary.

\_\_\_\_ 4. Student requires captioning of all films, videos, TV programs, streaming video.

AES will assist the student in obtaining the following:

\_\_\_\_ 5. Interpreter(s)

\_\_\_\_ 6. Taping class lectures

\_\_\_\_ 7. Special furniture

\_\_\_\_ 8. The use of a computer with special technology to take notes

\_\_\_\_ 9. Special Assistive lab partner

\_\_\_\_ 10. The conversion of textbooks and/or major reading assignments to electronic formats

\_\_\_\_ 11. Other: \_\_\_\_\_

\_\_\_\_ 12. This student will be using a service animal.

Thank you in advance for your cooperation. If you have questions, please call 274-3241 or fax us at 278-2051.

AES STAFF SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

FACULTY SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

