



# University of Findlay

Office of Accommodation  
& Inclusion

## ACCOMMODATION SEMESTER SERVICE CONTRACT

Name \_\_\_\_\_ ID# \_\_\_\_\_  
 Address \_\_\_\_\_ E-mail \_\_\_\_\_@findlay.edu  
 Phone Number \_\_\_\_\_ Major \_\_\_\_\_

**Semester Requesting Services:**

**Year:** \_\_\_\_\_

**Please send Letter of Introduction to:**

- All enrolled courses
- Specific courses/offices: \_\_\_\_\_

**Accommodations:**

Testing

- 1.5X
- 2X
- Quiet Space
- Scribe
- Reader

Classroom Accommodations

- Note Taker
- Flex. Attendance
- Audio Books
- Preferential Seating
- Audio Record
- Medical Alert
- Restroom Breaks
- Equipment: \_\_\_\_\_
- Other \_\_\_\_\_

Registration Accommodations

- Priority Registration

- Students are responsible for their own academic achievement. Each student must be responsible for class attendance, assignments, and all other course materials. It is your responsibility to contact OAI immediately if services are not meeting your needs. All students should follow the Student Concerns procedure found in The University of Findlay undergraduate or graduate catalog when filing a formal complaint.
- I understand that the Office of Accommodation & Inclusion follows the regulations in the Family Education Rights and Privacy Act (FERPA). By signing this form, OAI may share accommodation(s) with faculty, staff, or other appropriate personnel as needed to support my academic progress.
- I have read and reviewed the service rules with the director/staff member of the Office of Accommodation & Inclusion and will follow all guidelines and procedures.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date