

Learning Access Program Testing Accommodation Scheduling Form

Student Completion:

Student's must schedule their test and return this form to the Learning Access Program, J-204. If additional information or assistance is needed, please call 609.652.4988. Failure to schedule the test in advance may require you to reschedule your test, based on availability of proctors, readers, and/or scribes, upon professor approval.

Once the test is scheduled with LAP, it may not be changed by the student. If the date or time needs to be changed the professor needs to contact LAP with the updated information.

Student Name _____ Student Z#_____

Course Name _____

Course Day(s)	Course Time	
Professor Name		
If you have one of the approved accommodations below, please indicate if you will be utilizing it for this course	Yes	No
Screen Reader		
Dictation Software on Personal Computer		
Reader/Scribe		
Spellex		
Computer for Essay Exams/Quizzes		
Calculator		

fficial Use Only					Start Tir	ne	End Time			Completed Tim				
tudent Nam	e:													
ontact informa	pletion: ng in the classro ation so that LA any information	AP can contac	t you sh	ould ar	ny of the	se que	stions a	rise					<u> </u>	_
Faculty Signa	ature													_
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☐ Profe	test be return ssor will pick u ent will deliver onal office	ıp on J-204	elope to	o			□ Sul	bmit on	ı Blackb	oard				
	,	18				ENS, J TH SC DBL, H	CI-215						JSC-240 JSC2-30	
Requested date of exam	Requested time of exam	How long will class have for exam	open book o		ls ex op- not	en	May student use calculator		May student use dictionary		Is a Computer needed*		Is Blackboar Needed	
			Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	N
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For students v	is needed, plowith an accome complete the dized at the tin	modation for following info	a facul ormatior	ty app	roved r	nemor	y prom	pt, suc	ch as ar	n index	card c	r shee		_
	Exam Date		Size of memory prompt					Typed or Written						
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