



Facilitate in Your Classes

Use an accessibility syllabus statement (updated SP22):

The university strives to make all learning experiences as accessible as possible. In light of the current pandemic, students seeking to request COVID-related accommodations may do so through the university's [request process](#), managed by Student Life Disability Services. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. ATI Disability Services contact information: faes-atiods@osu.edu 330-287-1247, <https://ati.osu.edu/disability-services>, 128 Skou Hall, 1889 Garrison Cir, Wooster, OH 44691

Promptly respond to accommodation requests

Registered students will contact you to request accommodations by personally generating a course accessibility letter e-mail or other method of contact. In addition to discussing the requests, you may also be guided to:

- fill out electronic forms (e.g., Intermittent Flex Plans)
- correspond with us as needed

Respect the student's right to confidentiality

Students are not required to disclose medical details, such as their diagnoses, to instructors. Disability Services keeps all students' medical information and documentation confidential. The student's registration status should only be shared with others on a need-to-know basis. We recommend discussing accommodations with students in a private, one-on-one setting such as during office hours or by appointment.

Consult with us when you have questions/concerns about a request

Ruth Montz is available to you for answering questions, brainstorming solutions, and determining whether or not a particular accommodation is compatible with a course's learning outcomes.

Provide accessible course materials.

Whenever possible, choose course materials that are accessible. If a student requests accessible media in your course (e.g., digital textbooks, screen-reader accessible documents, captioned videos), we will reach out to you if coordination is needed. When materials are not inherently accessible, provide the materials to us with enough notice for conversion to an accessible format.