

Sample Accommodation/Academic Modification Request Form

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

Name: \_\_\_\_\_

Contact Information:

\_\_\_\_\_

Dear Disability Services Office,

I am a student with a disability who needs accommodations to have full access to my education, including assignments and tests.

1. My specific disability challenges are (focusing, reading, writing, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. These are the accommodations I have used previously (assistive technology, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Additional information regarding accommodations I need for navigating college is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attached is my previous IEP so you can have a better understanding of my disability.

I look forward to meeting you soon to further discuss my educational goals. Thank you.

Sincerely,

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(Your name)