

# UC DAVIS

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## STUDENT DISABILITY CENTER

The Student Disability Center (SDC) is the campus unit designated to receive student requests for academic accommodation due to disability. SDC Specialists work with students to identify reasonable and appropriate accommodation(s), approve services, and coordinate support to ensure equal access to the University's educational programs. If a student in one of your classes is eligible to receive accommodation(s), you will receive notification by email to login to the SDC database to access the student's "Letter of Accommodation." Please contact the SDC Specialist who signed the student's letter as soon as possible if you have any questions or concerns.

### Quick Tips

- Assume that students will use all of the accommodations and services outlined in their Letter of Accommodation
- Keep in mind that a Letter of Accommodation may be issued at any time during the quarter

### You've got questions ... We've got answers ...

- **What do I do if a student claims to have a disability and/or accommodations but I have not received a letter from your office?**
  - Please refer the student to the SDC. Students who do not provide a Letter of Accommodation should be asked to do so before accommodations are provided.
- **Is disability information confidential?**
  - Yes. Student disability and accommodation information is confidential. Only those with an educational "need to know" - so that they can provide services - should be made aware of a student's disability or accommodation information.
- **How do students access classroom accommodations?**
  - The Instructor of Record (IOR) is responsible for providing most academic accommodations for the students in their classes. Common accommodations include Testing Accommodations, Consideration for Absences, permission to Audio Record Lectures, permission to use a laptop, and Preferential Seating. Other services such as Note Takers, Lab Assistants, Accessible Textbooks, Adaptive Furniture, and Captioners are handled through the SDC. If you have questions or concerns, please contact us.

- **Where can I get help to provide accommodations for my classroom lectures, quizzes, exams, labs, and field trips?**
  - While instructors are responsible to ensure that students have access to the academic accommodations outlined in the student's Letter of Accommodation, support is available. Please check with your department and the SDC for assistance.

## Testing Accommodations

If a student in your class has been approved for exam accommodations, please plan for them. Common testing accommodations include extended time on exams, audio exams, small group/reduced distraction testing environment, use of a computer with or without grammar/spell check, single room testing, exam responses on test sheet/no Scantron, breaks during exams, and similar services.

## We're listening ... let's chat!

Invite us to a meeting or come to our place. We want to hear your concerns, share information, answer questions, and work together to enhance processes and improve the experience for all.

## Here's how to reach us:

### **Main Office**

54 Cowell Building, 425 California Avenue  
Monday-Friday, 9am-noon & 1-4pm

### **Student Disability Drop-in Center**

Bottom floor, Memorial Union  
Monday-Friday, 9am-5pm

**Phone** 530.752.3184

**Email** [sdc@ucdavis.edu](mailto:sdc@ucdavis.edu)

**Web** <https://sdc/ucdavis.edu>