



Lamar State College Orange Gator Assistance Program

Student's Responsibility

Please review and initial each statement below:

- ___ You must request accommodations at the beginning of each semester from Abbie Skinner, Special Populations Advisor.
- ___ You are responsible for submitting the Accommodations letter to each of your instructors. You may submit the letter to the instructor in person during their office hours or by e-mail. Instructors have two business days to implement accommodations after receiving the accommodations letter.
- ___ You are responsible for submitting the Accommodations letter to the testing center two business days prior to your first testing appointment. You may submit the letter in person at the testing Room 104 or by email to Victoria.norville@lsco.edu
- ___ Instructors and the Testing center have two business days to implement accommodations including any updates or changes to accommodations.
- ___ It is your responsibility to notify the Instructor if you feel an accommodation is not being met. If accommodations are still not met, it is also your responsibility to notify and meet with Abbie Skinner, Special Populations Advisor.
- ___ If use of the Testing Center has been approved as an accommodation, you must discuss the process of testing with your Instructor. The Date, time, and location of your testing accommodations are not a guarantee.
- ___ You are responsible for meeting all academic and behavioral requirements set by the college.

I agree to, and have received a copy of the above responsibilities.

Student Signature

Date