ACCESSIBILITY SERVICES

CALIFORNIA STATE UNIVERSITY EAST BAY

Hayward (510) 885-3868 | Concord (925) 602-6716 | Online [www.csueastbay.edu/as](http://www.csueastbay.edu/as)

**REQUEST FOR PRE-ARRANGED ACCOMMODATIONS**

[ ]  Fall [ ]  Spring [ ]  Summer 20

To request your pre-arranged accommodations for the upcoming Semester, complete this form and submit it along with your class schedule to the Assistive Technology front desk (LI 2550) or by email to atstudent@csueastbay.edu immediately after you have registered for classes. **If your schedule changes after submitting this form, please submit a new form with your revised schedule.**

# CHECK YOUR ACCOMMODATION:

[ ]  Assistive Technology: Visual | Conversion of printed materials (not textbooks) into accessible formats

 Details: Conversions of in-class materials for Low vision and blind students.

[ ]  Assistive Technology: Audio | Captioned media

 Details: Captioning materials and transcripts services. THIS IS NOT FOR RECORDING DEVICES

# ATTACH COURSE SCHEDULE:

Attach a copy of your course schedule. This can be found on the “My Class Schedule” section of MyCSUEB.

# PROVIDE YOUR INFORMATION

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Net ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Accessibility Counselor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campus: [ ] Hayward [ ] Concord [ ] Oakland [ ] Online

# QUESTIONS AND MODIFICATIONS

Do you have any questions regarding Assistive Technology? I do not have any questions. (Please initial)

Questions | Concerns:

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 **STUDENT SIGNATURE DATE**

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| --- | --- | --- | --- |
| **AT STAFF:** | **DATE RECEIVED:**  | **OFFICE USE ONLY****STAFF INITIALS: FORMAT SPECIFICATIONS:** |  |
| **AT Coordinator:** | **ENTERED ON CLASS-LIST: þÿ** | Yes **þÿ** No |  |
| **DATE PROCESSED:**  | **STAFF INITIALS:**  |  |

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