

Steps to Access APPROVED Accommodations Each Quarter

SDRC Main Office 125 Costo Hall Tel (951) 827-3861; Fax (951) 827-4218; E-mail: sdrc@ucr.edu M-F: 8am-5pm Sdrc.ucr.edu		R'Ability Rability.ucr.edu	Academic Support Center (ASC) M-F: 8am-5pm *extended hours during finals Tel: (951) 827-3028 1213 Student Services Bldg
Disability Specialists	Adaptive Technology	Notify Faculty of Accommodations	ASL or CART
Exams or Notesharing			
*Approval of Accommodations *Disability Management *Request updates/new accommodations sdrc@ucr.edu	*Alternate Media *AT Training sdrc-at@ucr.edu	*Quarterly Accommodations *Request Class Notes *Schedule Exams with accommodation	*Exams/Testing: sdrc-exams@ucr.edu *Note sharing: sdrc-notesharing@ucr.edu *ASL or CART Services: sdrc-asl-cart@ucr.edu

**Note: Training materials on how to use R'ability are available at sdrc.ucr.edu*

1. Notifying Instructors of Approved Accommodations via R'Ability (rability.ucr.edu)

- a. Go to R'Ability (rability.ucr.edu), click on “**Students with Disabilities**”
- b. Click “**Request Quarterly Accommodations**” on the main menu, select accommodations, and submit. This **notifies** your faculty of your approved accommodations directly via a Letter of Accommodation.
- b. To view your letters, you can access them by clicking “**Letters of Accommodations**” on the main menu.

2. Scheduling Test/Exam/Final with accommodations via R'Ability:

- a. Go to rability.ucr.edu, click “**Student Portal**”, select **Test or Final Exam**
- b. **ALL requests must be completed at least 10 days before scheduled exams, and at least 14 days before FINAL EXAMS**
- c. Please make sure exam times/dates match the class exam time/dates.
- d. Look at “**View Your Calendar**” for confirmation of upcoming exam appointments.
- e. If you have any questions regarding test-taking arrangements, contact sdrc-exams@ucr.edu

3. Request Note Taker Via R'Ability

- a. Click on “**Access Course Notes**” on the main page and request a note taker for each course.
- b. When a notetaker is identified, you will receive an email. You may Access Course Notes in R'Ability
- c. If you are not receiving notes or are having difficulty with notes, please contact sdrc-notesharing@ucr.edu

4. Request Other Approved Accommodations:

- a. **Adaptive Furniture Placement:** Click on the link to complete the request: [Adaptive Furniture Request Form](#)
For questions, please contact: sdrc-mobility@ucr.edu
- b. **Alternate Media/E-Text/Adaptive Technology requests:** sdrc-at@ucr.edu
- c. **FM System Setup** (ensure email has location, class schedule, time, days of class meetings): Multimedia@ucr.edu
- d. **On-Campus Transport:** <http://parking.ucr.edu/mobility/>
- e. **Food Accommodations:** <http://dining.ucr.edu/resources/nutrition.html> and nutritionist@ucr.edu
- f. **Medical Parking, Housing, or other type of accommodations:** contact sdrc@ucr.edu for guidance

If you have any questions, concerns or problems during the quarter, please contact SDRC for an appointment.

SDRC Services are available to all UCR registered students free of charge

*if approved