

FILL OUT ONE COLUMN FOR EACH CLASS.

You may only use accommodations that have been authorized for you based on your educational limitations as outlined by your "AUTHORIZED ACCOMMODATIONS". Most accommodations require instructor notification prior to implementation. You must request a "CONFIDENTIAL MEMO" from ACCESS to take to your instructor. Your accommodations will be verified at that time.

Authorization	NAME OF CLASS						
	INSTRUCTOR						
		FOR OFFICE USE ONLY					
	Tape record class						
	Note-taking Assistance						
	Extended test time: _____						
	Distraction reduced setting						
	Calculator						
	Spell checking device						
	Exam reader						
	Exam scribe						
	Word process exams						
	Preferential seating						
	Subject Tutor (see Carlene)						
	Texts on Tape						
	Alternate Format: _____						
	Other:						

In order to continue to receive ACCESS services, students must be enrolled at Moorpark College and demonstrate measurable progress towards long-term educational goals. (see front) For credit and non-credit classes, this is determined by the student meeting Moorpark College academic standards (pursuant to Title 5 C.C.R. Section 55756) as demonstrated by eligibility for continued enrollment. For noncredit special classes, progress is determined by demonstrated measurable progress toward educational goals.

This student is making measurable progress as defined above.

This student is new to ACCESS and/or Moorpark College.

This student is returning to ACCESS after missed semester(s).

Based on this student's educational limitations, these additional learning strategies and suggestions have been discussed:

ACCESS Specialist Signature (required) _____

Date: _____