To: Course Professors  
From: Health & Wellness Office  
Date:  
Re: Request For Accommodations  

Semester: F2014

This letter introduces ____________ (Name of Student) who is contacting you regarding a request for accommodation(s) for a ____________ (Physical/Learning/Psychological) disability. The following accommodations have been recommended:

☐ % Additional time on examinations
☐ Distraction-reduced testing environment (if requested)
☐ Additional notes
☐ Information presented in multiple modalities where possible and appropriate
☐ Reduced course load where possible and appropriate

Of course, the process of deciding upon reasonable academic accommodations is an interactive process between the faculty member and the individual requesting the accommodation.

This letter is valid ONLY for the semester listed.
Thank you for your assistance. Please contact the Health & Wellness office at health-wellness@qatar.cmu.edu or at +974-4454-8524 with any questions you may have.

__________________________________  ____________________________________  
Student'Signature  Date

Assistance for Individuals with Disabilities  Qualified individuals are entitled to reasonable accommodaions under the Americans with Disabilities Act (ADA regulations). Accommodations are determined in a case-by-case basis. Health & Wellness Services serve as links between individuals with disabilities and the campus community. Information released will provide documentation of a disability for faculty, staff, and students and prospective students of Carnegie Mellon University in Qatar. All information will be considered confidential and only released to appropriate personnel on a need to know basis. To access services, individuals must initiate a request in writing for specific services/accommodations (books on tape, enlargements, interpreters, etc.). Accommodations prescribed only apply to Carnegie Mellon University in Qatar and may not be valid elsewhere. The individual takes full responsibility for ongoing assistance.