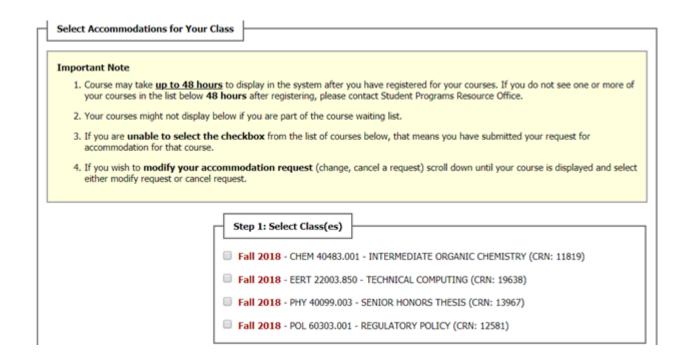
Hello!

If you are currently registered with Accessibility and Disability Resources (ADR), formerly Disability Services, you may now use our new Accessible Information Management (AIM) Portal to request academic-related and other accommodations. AIM is located at <u>https://shasta.accessiblelearning.com/wellesley/</u>. Please use your domain username and password to access the portal. Entering first year students, Davis scholars, and international students who have been approved for academic accommodations should wait till after they have chosen classes during orientation and allowed the system at least 48 hours to process them before using AIM.

Please note: AIM lists classes taken on the Wellesley campus only. If you are traveling abroad or taking classes on another campus, contact our office for assistance.

To view your eligibility for ADR services, select "My Eligibility" from the "**My Eligibility**" menu. Approved accommodations are viewable from "**List Accommodations**."

Prior to the start of classes, it is important that you inform ADR as early as possible regarding your accommodation requests. Log into the system as described above. The courses you are registered for will appear in Step 1 (see image below). Check the boxes for the courses you require accommodations.



In Step 2, select the individual accommodation(s) you require for each course. You will be choosing from a list of accommodations you have been already approved for as shown in the example below. Please note the category Alternative Testing relates to testing accommodations. If there are new accommodations you would like to request or if your needs have changed, please make an appointment with an advisor in ADR and whose contact information can be found at <u>www.Wellesley.edu/ADR</u>. You can also make new accommodation requests through AIM by selecting the option on the left titled "Additional Accommodation Request Form" and upload additional documentation in AIM to document any changes that need explanation.

| Final | Step: | Select | Accommodation(s | ;) f | or | Each | Class |
|-------|-------|--------|-----------------|------|----|------|-------|
|-------|-------|--------|-----------------|------|----|------|-------|

1

Real Time Transcribing

| CHEM 40483.001 | - Intermediate Organic Chemistry (CRN: 11819) | | | | | |
|-------------------|---|--|--|--|--|--|
| Instructor(s): | Jennifer Gossett | | | | | |
| Days and Time(s): | <u>U</u> at 09:00 AM - 11:00 AM, <u>MTWRFS</u> at 06:00 PM - 10:00 PM | | | | | |
| Date Range(s): | 10/01/2015 - 12/21/2025, 04/01/2014 - 12/21/2025 | | | | | |
| Location(s): | TEST 123, WMH 00216 (Campus: KC) | | | | | |
| | | | | | | |

Select the check box if you have entered a WRONG CRN. You will not be required to specify your accommodation for this class.

| Select Accommodation(s) for CHEM 40483.001 | | | | | | |
|--|------------------------|--|--------------------------|---|---------------------|--|
| | Alternative Testing | | Attendance Consideration | | Braille | |
| • | E-Text | | Interpreting | 1 | Notetaking Services | |
| | Real Time Transcribing | | | | | |

| EERT 22003.850 | - Technical Computing | (CRN: | 19638) | | | |
|-------------------|----------------------------|----------|--|----------------|------------------------------|--|
| Instructor(s): | Jennifer Gossett | | | | | |
| Days and Time(s): | <u>TR</u> at 04:00 PM - 05 | 5:15 PM | | | | |
| Date Range(s): | 04/01/2014 - 12/2 | 1/2025 | | | | |
| Location(s): | RNM 0H111 (Camp | us: KC) | | | | |
| Select the chee | k box if you have entered | a WRONG | G <u>CRN</u> . You will not be required to | specify your a | ccommodation for this class. | |
| Select Accomm | nodation(s) for EERT 2 | 2003.850 |] | | | |
| Alternative | Testing | | Attendance Consideration | • | Braille | |
| E-Text | | • | Interpreting | | Notetaking Services | |

Once you have completed your selections of accommodations you will need in each class, ADR staff will be able to generate a letter to go out to your professors. Also if you have any questions or concerns – please contact us directly at Accessibility and Disability Resources, accessibility@Wellesley.edu, 781-283-1300.

Step 3: To request new accommodations not previously approved select "Additional Accommodation Request Form" which will be on the left side of the screen. Students will be able to respond to the question regarding what additional accommodations are needed and be able to submit additional documentation if this is needed to understand the request.