

The Writing Center strives to foster an environment that is inclusive of students of all abilities. To enhance and provide an equitable student experience, the Center offers several reasonable accommodations which are available for any student to request at the time of their tutoring or academic coaching appointment. *Students are not required to disclose a disability in order to receive an accommodation as it pertains to tutoring services.*

Students with a documented disability are strongly encouraged to register with the Disability Services Center (DSC) to receive classroom related accommodations. Some accommodations approved by the DSC, such as extended testing time, are only available for the classroom setting and do not carry over to tutoring services. Therefore, the Writing Center does not provide back-to-back tutoring appointments for the same course, or extended tutoring time (time and a half or double time) as a reasonable accommodation.

Available tutoring related accommodations are listed below:

- Extra time to enter or exit the physical space
- An aide or scribe to accompany the student during the session
- Intermittent breaks during the session
- A distraction reduced space*
- Wider, accessible working space
- Use of assistive technology, such as closed captions, dictation, text to speech, and screen reader
- Audio recording of a tutoring session^

*Note #1: This accommodation is dependent upon available space during the time of the appointment, and it is not guaranteed this will be available to all students at all times.

^Note #2: The Writing Center kindly asks that any student who wishes to record their tutoring session notify the tutor or coach prior to initiating recording.

Students with questions or concerns about accommodations should contact the Disability Services Center for further assistance.

This policy is subject to enforcement and modification by the Director. To coordinate accommodations in advance or for more information and questions, please contact Alicia Brienza, Director, at brienzal@farmingdale.edu.