



Disability Support Services

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Disability Support Services: What Instructors Need to Know

Who are we?

DSS provides disability accommodations that remove barriers to access and level the playing field by ensuring that all students have an equal opportunity to learn in accordance with Section 504 of the Rehabilitation Act of 1973 and/or the Americans with Disabilities Act.

Who is eligible?

Any student with a documented disability is eligible to register with DSS and apply for reasonable accommodations. To register, a student must submit an application and documentation of a disability from a qualified professional. We provide individualized, reasonable accommodations based on a student's disability.

Faculty Notification Letters

- Once approved for any academic accommodations, the student must use the DSS Portal to send their accommodations to their instructors each semester.
- Accommodations take effect when the instructor receives the Faculty Notification Letter via email.

Test Accommodation Center (TAC)

DSS provides a proctored test center to support disability-related testing accommodations.

- **To use the TAC, the student must enter their exam request in the DSS Portal at least 1 week before the test date.**
- Use the secure DSS Instructor Portal to submit all exam files and instructions, so we can accurately proctor your exams. See the [Instructor Portal page](#) on the DSS website for more information.
- **Exam files and instructions must be uploaded to the DSS Portal at least 48 hours in advance.**

Course Materials Recommendations

- Select and post course materials as early as possible to allow DSS to prepare accessible versions for students with approved Alternative Format accommodations.
- Visit the [Alternative Formats page](#) on the DSS website for timelines, resources, and guidance.

We're Here to Help!

Scan the QR code below to [request presentations](#) and informational sessions from DSS designed specifically for faculty and staff.

If you have any questions about any accommodation, please reach out to DSS. By working together, we can be certain that students' needs are being met without compromising the goals and requirements of your course.



STUDENT LIFE

www.udel.edu/dss