



ACCESSIBILITY SERVICES

CALIFORNIA STATE UNIVERSITY EAST BAY

Hayward (510) 885-3868 | Concord (925) 602-6716 | Online www.csueastbay.edu/as

REQUEST FOR PRE-ARRANGED ACCOMMODATIONS

Fall

Spring

Summer

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To request your pre-arranged accommodations for the upcoming Semester, complete this form and submit it along with your class schedule to the Assistive Technology front desk (LI 2550) or by email to atstudent@csueastbay.edu immediately after you have registered for classes. **If your schedule changes after submitting this form, please submit a new form with your revised schedule.**

1. CHECK YOUR ACCOMMODATION:

Assistive Technology: Visual | Conversion of printed materials (not textbooks) into accessible formats
Details: Conversions of in-class materials for Low vision and blind students.

Assistive Technology: Audio | Captioned media
Details: Captioning materials and transcripts services. THIS IS NOT FOR RECORDING DEVICES

2. ATTACH COURSE SCHEDULE:

Attach a copy of your course schedule. This can be found on the "My Class Schedule" section of MyCSUEB.

3. PROVIDE YOUR INFORMATION

Name: _____ Net ID: _____

Phone: _____ Accessibility Counselor: _____

Campus: Hayward Concord Oakland Online

4. QUESTIONS AND MODIFICATIONS

Do you have any questions regarding Assistive Technology? I do not have any questions. (Please initial)

Questions | Concerns:

STUDENT SIGNATURE

DATE

OFFICE USE ONLY

AT STAFF: _____ DATE RECEIVED: _____ STAFF INITIALS: _____ FORMAT SPECIFICATIONS: _____

ENTERED ON CLASS-LIST: Yes No

AT Coordinator: _____ DATE PROCESSED: _____ STAFF INITIALS: _____