

<b>Student Disability Resource Center Main Office</b> 125 Costo Hall Tel: (951) 827-3861 (M-F: 8am-5pm) Web: <a href="http://sdruc.ucr.edu">http://sdruc.ucr.edu</a> ; Email: <a href="mailto:sdrc@ucr.edu">sdrc@ucr.edu</a>		<b>R'Ability Online System</b> <a href="http://rability.ucr.edu">rability.ucr.edu</a>	<b>Academic Support Center (ASC)</b> 1213 Student Services Bldg Tel:(951) 827-3028 Web: <a href="http://sdruc.ucr.edu">http://sdruc.ucr.edu</a>
Disability Specialists	Adaptive Technology	Request or Submit:	ASC Questions and Coordination:
*Approval of Accommodations  *Disability Management  <a href="mailto:SDRC@ucr.edu">SDRC@ucr.edu</a>	*Alternative Media  *AT training  *FM Systems  <a href="mailto:SDRC-AT@ucr.edu">SDRC-AT@ucr.edu</a>	*Quarterly Accommodations Request – to notify Faculty of accommodations  *Request Class Notes  *Schedule Test/Exam with accommodations  <a href="https://rability.ucr.edu">https://rability.ucr.edu</a>	*Exams/Tests: <a href="mailto:SDRC-exams@ucr.edu">SDRC-exams@ucr.edu</a>  *Note-sharing: <a href="mailto:SDRC-notesharing@ucr.edu">SDRC-notesharing@ucr.edu</a>  *ASL or CART: <a href="mailto:SDRC-ASL-CART@ucr.edu">SDRC-ASL-CART@ucr.edu</a>

\*if approved See *New Students to SDRC Checklist* guide for details on how to register and obtain accommodations approval.

### Steps to Access APPROVED Accommodations Each Quarter

Review *Training materials on how to use R'ability* at [sdruc.ucr.edu](http://sdruc.ucr.edu)

1. **Notifying Instructors of Approved Accommodations via R'Ability ([rability.ucr.edu](http://rability.ucr.edu))**
  - a. Go to R'Ability ([rability.ucr.edu](http://rability.ucr.edu)), click on “**Students with Disabilities**”, log-on
  - b. Click “**Request Quarterly Accommodations**” on the main menu, select accommodations needed, and submit. This **notifies** your faculty of your approved accommodations via a **Letter of Accommodation**.  
 b. To view your letters, you can access them by clicking “**Letters of Accommodations**” on the main menu.
  
2. **Scheduling Test/Exam/Final via R'Ability:**
  - a. **All requests must be completed at least 10 days before scheduled exams** (14 days before finals)
  - b. Go to R'Ability ([rability.ucr.edu](http://rability.ucr.edu)), click on “**Students Portal**”, select “**Schedule a Test or Final Exam**”
  - c. Please make sure exam times/dates match the class exam time/dates.
  - d. Look at “**View Your Calendar**” for confirmation of upcoming exam appointments.
  - e. If you have any questions regarding test-taking arrangements, contact [sdrc-exams@ucr.edu](mailto:sdrc-exams@ucr.edu)
  
3. **Request Specific Accommodations**
  - a. To request a note taker\*, click on “**Access Course Notes**” on the R'Ability main page and request a note taker for each course. Check R'Ability, Access Course Notes portal to view uploaded notes.
    - If you are not receiving notes or are having difficulty with notes, please contact [sdrc-notesharing@ucr.edu](mailto:sdrc-notesharing@ucr.edu)
  - b. For Adaptive Furniture Placement requests, contact [sdrc@ucr.edu](mailto:sdrc@ucr.edu)
  - c. For Alt-Media or AT requests, contact [sdrc-at@ucr.edu](mailto:sdrc-at@ucr.edu)
  - d. For questions about accommodations, contact a Disability Specialist at [sdrc@ucr.edu](mailto:sdrc@ucr.edu)
  
4. **Other Approved Accommodations requests:**
  - a. On-Campus Transport: <http://parking.ucr.edu/mobility/>
  - b. Housing Services: Emily McCoy, [emilym@ucr.edu](mailto:emilym@ucr.edu)
  - c. Dining Services: [nutritionist@ucr.edu](mailto:nutritionist@ucr.edu)

If you have any questions, concerns or problems during the quarter, please contact SDRC for an appointment.

\*SDRC Services are available to all UCR registered students free of charge\*