Accommodated Student Testing Definitions

Below is a list of testing accommodations typically used by students. This list is not all inclusive and there may be additional accommodations listed on a student’s accommodation notification memo. If you questions regarding any of their accommodations, please contact the Student Disability Services office on your campus.

Quiet Setting:
Quiet rooms are for students who need a quiet area with few distractions and DO NOT need a reader, proofreader, a computer or special technology.

Private Setting:
Private rooms are for students who need a reader, proofreader, computer or special technology.

Extended Test Time:
If the student is allowed extended time on tests, the accommodations memo will state the amount of eligibility for extended time. The most common times are 1.5X (the student will have 1 and ½ hours for a one hour test) or 2.0X (the student will have 2 hours for a one hour test).

Use of non-programmable calculator on tests:
Some students are allowed to use calculators on tests.

Word processor with spell/grammar check:
Students with this accommodation must use a private room for a test.

Formula sheets and Word Banks:
Formula sheets or word banks must be created and approved by the instructor and should be attached to the test. To preserve the integrity of the test, when a formula sheet or word bank is required, please include more formulas or word choices than are necessary for the test.

Written instructions:
When students take test in either a quiet or private room, the instructor will not be present. Therefore, written instructions for the test may be appropriate. Students must understand that while taking their test outside of the classroom, they are giving up the privilege to ask the instructor questions.

Write directly on test:
This accommodation allows the student to write the answers directly on the test.

Reader or Proofreader:
A student must use a private room when using a reader or proofreader. Also, the reader/proofreader must be scheduled at the same time when student is scheduling the private room.