

Accommodation Renewal Process

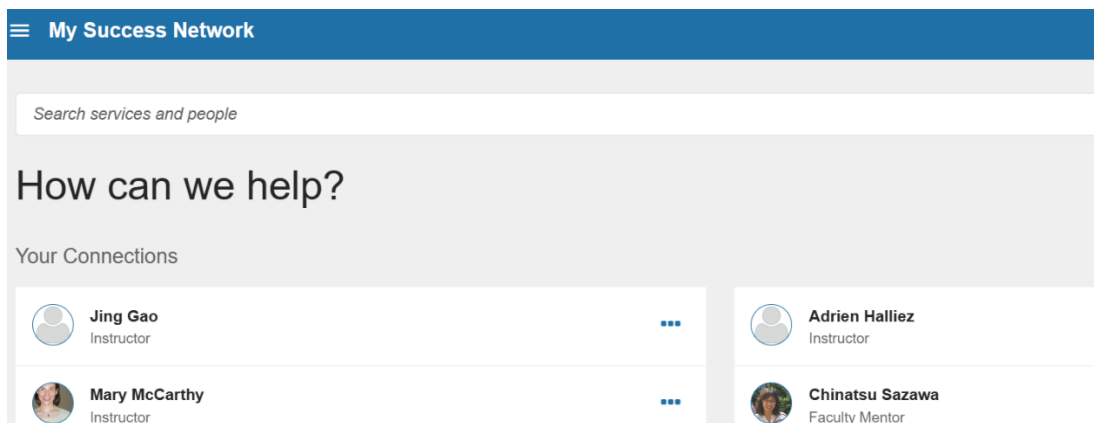
Visual Reference Sheet for Students

Students with accommodations will renew accommodations each semester through Starfish. The purpose of the renewal process is to ensure instructors receive a timely notification. While accommodations can be requested at any time, accommodations are not retroactive.

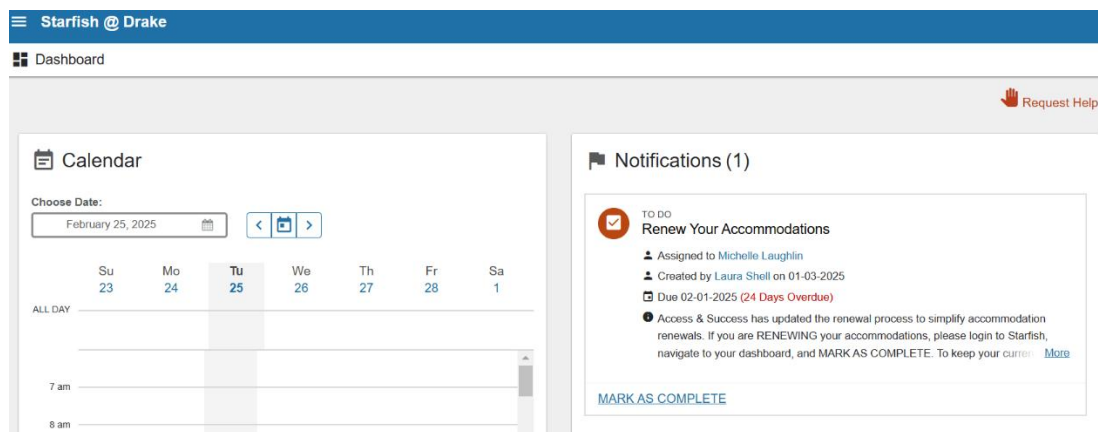
Students who want to modify their accommodations should schedule an appointment with Access & Success.

1. Login to Starfish (via MyDrake).

In the upper left-hand corner, you will see 3 lines (hamburger menu):



2. After you click the hamburger menu, select "dashboard" to see a page like this:



3. Click the blue "MARK AS COMPLETE" hyperlink below Renew Your Accommodations. To keep your current accommodations, select "I completed this item!" and because comments are required, comment "no changes."

Access & Success will be notified after you complete these steps in Starfish and they will enter accommodations into Starfish, which will notify your instructors.