

Accessible Learning Services

Online Accommodations Guide for Students

This guide will help you access your approved accommodations according to your Accommodation Letter.

Testing Accommodations

You can use your Accommodation Letter for online tests just as you would for in-class tests. Be sure that your professor has a current copy of your Accommodation Letter, if you need help sending your Accommodation Letter please email als@mohawkcollege.ca.

Extra Time

Prior to each test, confirm with your instructor that your extra time, as stated on your Accommodation Letter, has been added to your online test.

Clarification

Ask your instructor for the best method of contact if you require clarification throughout your test. (eg. email, phone).

Medical Breaks

If you require medical breaks throughout your test, as stated on your Accommodation Letter, notify your instructor and request your test duration or format account for these breaks.

Memory Aids, Formula Sheet

Similar to an in-person test, provide your instructor your memory aid or formula sheet at least 3 days in advance for approval.

Additional Resources (e.g. calculator, scrap paper, music, etc.)

Notify your instructor of any resources you are planning on using during your test as indicated on your Accommodation Letter if it is not permitted for all students during tests.



Reader or Scribe

If you require a reader or scribe, please connect with Accessible Learning Services (als@mohawkcollege.ca) for Assistive Technology options that may work for you.

Assistive Technology (Kurzweil, Dragon, Read and Write, Large Print, etc.)

Contact Accessible Learning Services (als@mohawkcollege.ca) for support with your Assistive Technology.

For assistance or clarity with your testing accommodations, please email the Testing Centre at your campus:

Fennell - alternativetesting.fennell@mohawkcollege.ca

IAHS - disabilitytesting.iahs@mohawkcollege.ca

Stoney Creek - alternativetesting.stoneycreek@mohawkcollege.ca

Online Course Accommodations

You can use your Accommodation Letter for online courses just as you would for in-class courses. Be sure that your professor has a current copy of your Accommodation Letter. If you need help sending your Accommodation Letter, please email als@mohawkcollege.ca.

Alternative Format Materials for Online Courses

If you require an alternate format for your online courses (e.g., Captioning of videos, conversion of online documents to accessible formats for use with Assistive Technology), contact Greg Gagnon, greg.gagnon@mohawkcollege.ca.

Notetaking Support for Online Courses

If you require notetaking support for online courses, email als@mohawkcollege.ca.

Extensions on Assignments Accommodation

If you need to use the extensions on assignment accommodation for an online assignment, please follow the procedures explained in the extensions on assignment guide located here: <https://www.mohawkcollege.ca/accessible-learning-services/als-accommodation-guides>

Assistive Technology for Online Courses

If you require Assistive Technology such as text-to-speech, speech-to-text software, and including laptop loans, email als@mohawkcollege.ca.

Learning Skills Advising and Assistive Technology Appointments

For appointments with a Learning Skills Advisor, email als@mohawkcollege.ca or phone 905-575-2211.

Accessibility Counsellor Appointments

To discuss online course accommodations and your Accommodation Letter, email als@mohawkcollege.ca or phone 905-575-2211.

Bursary for Students with Disabilities

If you have questions about your Bursary for Students with Disabilities, email als@mohawkcollege.ca or bswd@mohawkcollege.ca.

Questions? Need to Register with Accessible Learning Services?

Contact als@mohawkcollege.ca or phone 905-575-2211.