



<b>Date:</b> May 28, 2024	<b>Accessibility Advisor:</b> Sarah Lani Jo
<b>Student:</b> Mary Poppins	<b>Term:</b> 2
<b>Student Number:</b> 01234562	<b>Course(s):</b> MECH 260 202 LEC

To: UBC Instructors

This student is registered with the Centre for Accessibility and is eligible for the academic accommodations listed below. Decisions regarding accommodations are based on the functional impacts of the student's disability as outlined in the submitted documentation. These decisions are in keeping with the University's Policy on Accommodation for Students with Disabilities (Policy #LR7).

**Test/ Exam Accommodations**

- Extended time (2x) for all exams
- One exam per day during formal exam periods

**Instructor/Assignment Accommodations**

- Extended time for coursework (requires prior approval of instructor)

**Other Accommodations**

None

According to University Policy, students with disabilities seeking accommodations should inform you of their eligibility for accommodations, ideally during the first two weeks of the term. Our office retains the confidentiality of disability documentation in keeping with Policy LR7. Instructors should not ask students about their diagnosis or for disability documentation.

We are a resource to you in the implementation of students' accommodations. We are pleased to collaborate with you and students to enhance the accessibility of their post-secondary experience. We recognize that academic accommodations do not remove the need for evaluation and the need to meet essential learning outcomes for the course or program. If there are academic concerns about the accommodations, please contact me. If a student requests an academic accommodation not identified on herein, please refer the student to me or contact me directly.

For information about the policy #LR7 and accommodations, please go to <https://students.ubc.ca/accessibility>.

Sincerely yours,

**Sarah Lani Jo**

**Accessibility Advisor** | UBC Centre for Accessibility  
Phone 604 822 5844 | E-mail [sarahlani.jo@ubc.ca](mailto:sarahlani.jo@ubc.ca)