




University of Pittsburgh

*Send to
Faculty*

*Office of the Provost
Faculty Affairs*

826 Cathedral of Learning
Pittsburgh, PA 15260
412-624-5749
Fax: 412-624-4618

To: Deans and Department Chairs
From: Carey D. Balaban 
Date: July 9, 2013
Subject: Syllabus Statement Concerning Students with Disabilities

We are writing you again this year to ask that you encourage your faculty colleagues to insert a statement in their course syllabi that invites students with disabilities who may require an accommodation to make the instructor aware of this need and to seek assistance from Disability Resources and Services.

The syllabus statement might read:

If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and Disability Resources and Services, 216 William Pitt Union, (412) 648-7890/(412) 383-7355 (TTY), as early as possible in the term. DRS will verify your disability and determine reasonable accommodations for this course.

A comprehensive description of the services of that office can be obtained at www.drs.pitt.edu. A brief overview of that office will be provided to faculty who will be attending the August 22 New Faculty Orientation as part of the Office of Student Affairs presentation.

Please call if additional information would be helpful.

ARB:cwm

cc: Lynnett VanSlyke, Disability Resources and Services