

OFFICE OF STUDENT ACCESS AND DISABILITY SERVICES

COVID-19 Modified Processes and Protocols

Contact: Kate McLaughlin kmclaugh@colby.edu

ACCOMMODATION LETTERS

- Accommodation letters will be sent electronically to professors for Fall 2020.
- Students will be asked to review and confirm their accommodations prior to letters being sent.
- Students will be responsible for reaching out to professors to discuss their accommodations.
- All other processes will remain the same.
- In person meetings will need to be scheduled and masks will be required.
- **Remote options may be needed for students, regardless of disability status, who are in self-isolation or quarantine or need to go remote. Please consider building in options to your course from the beginning.**

THE COLBY TEST CENTER

- The Colby Test Center will proctor exams *only* for students who receive test accommodations. for 12 students at a time with 6 students per room.
- *Due to limited capacity we may not be able to schedule exams at the same time as the class.*
- Remote proctoring will be available for students who receive test accommodations in quarantine or directed self-isolation who are able to take the exam.
- Carrels and other materials will be cleaned after each use.
- Masks will be required at all times, except for when in the test carrel.

MISCELLANEOUS

- Clear masks are available. Please contact me for more information.
- Stay in touch. If you have any questions or concerns about any aspect of accommodations, please let me know.