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Foy 110

## How to Register Guide:

### Temporary Accommodations

To ensure that our programs, activities, and services are accessible to all matriculated students, Siena College is committed to providing accommodations for students with disabilities. The Office of Accessibility assists in creating and facilitating an accessible community where students with disabilities have an equal opportunity to participate as fully as possible in all aspects of the educational environment.

Temporary Academic Accommodations can be allocated to students who are experiencing a temporary impairment such as a broken limb, injury or anything that could limit one or more major life function (thinking, walking, writing, communicating etc.)

**It is the student's responsibility to self-disclose their disability and register with the office in order to receive reasonable accommodations. Please follow the below steps to register with the Office of Accessibility for Temporary Accommodations; a meeting and appropriate documentation is needed.**

1. Submit [Student Registration Form](#)
2. Submit [Student Authorization Information Release](#)
3. Submit Supporting Documentation
  - For more information please see #2 on [Accessibility Page](#)
    - Provide documentation stating the temporary disability. This must be from medical professional or qualified individual.
4. Have an Intake Meeting with Accessibility Director, Lindsay Green or designee.  
Please email [lgreen@siena.edu](mailto:lgreen@siena.edu) with your upcoming availability to schedule this meeting. In this meeting you will go over completed forms and documentation.

***\*The student will be responsible for obtaining their Accommodation Letter and distributing it to each professor. If the student is requesting their accommodations for more than 1 semester, they must renew this accommodation. Additional documentation may be needed.***



**Siena College Office of Accessibility. Foy 109. 518-783-4239**