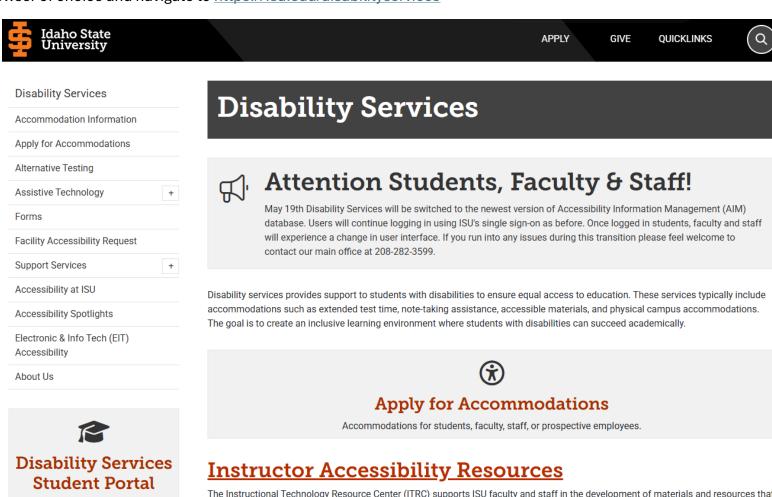
Login and ISU's SSO

Open your browser of choice and navigate to https://lsu.edu/disabilityservices

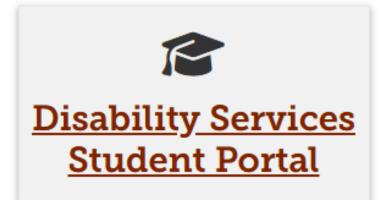




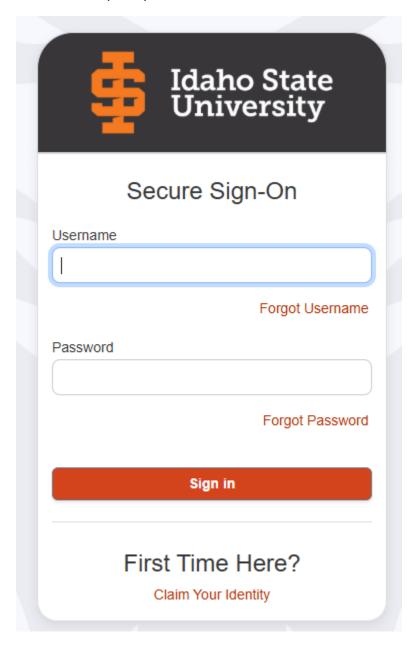
The Instructional Technology Resource Center (ITRC) supports ISU faculty and staff in the development of materials and resources that are accessible to all, regardless of ability or disability. In addition, we partner with ISU Disability Services to provide resources for remediating documents and captioning multimedia content.

Support Services for the ISU Community:

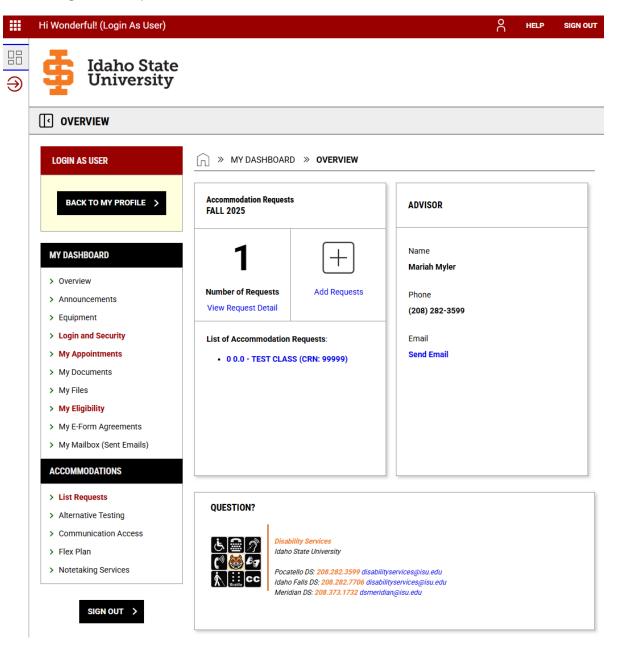
- · Request American Sign Language/English Interpreters
- Request Multimedia Captioning Services
- · Academic Coaching



Sign in to ISU's Single Sign-On (SSO) portal & follow the prompts.



Once logged in, you are directed to your student portal dashboard, which displays your accommodation and your advisor's contact information and a menu containing a list of options.



Requesting your accommodation

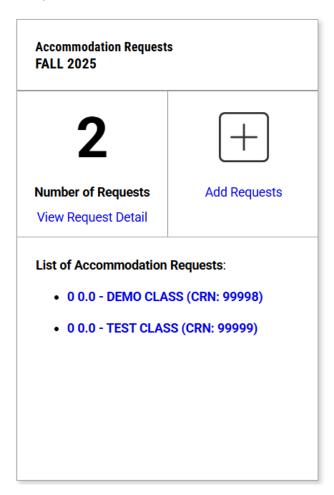
After your intake appointment, your specialist will add the accommodations to your profile.



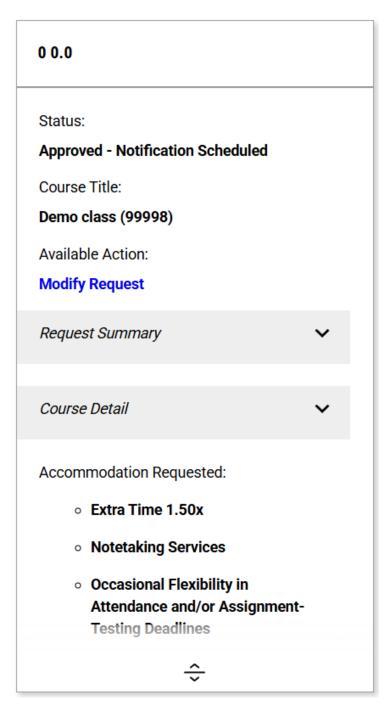
Your AIM student profile may take up to 24 hours to sync with ISU's Banner system.

From your Overview dashboard, you can manage your accommodations.

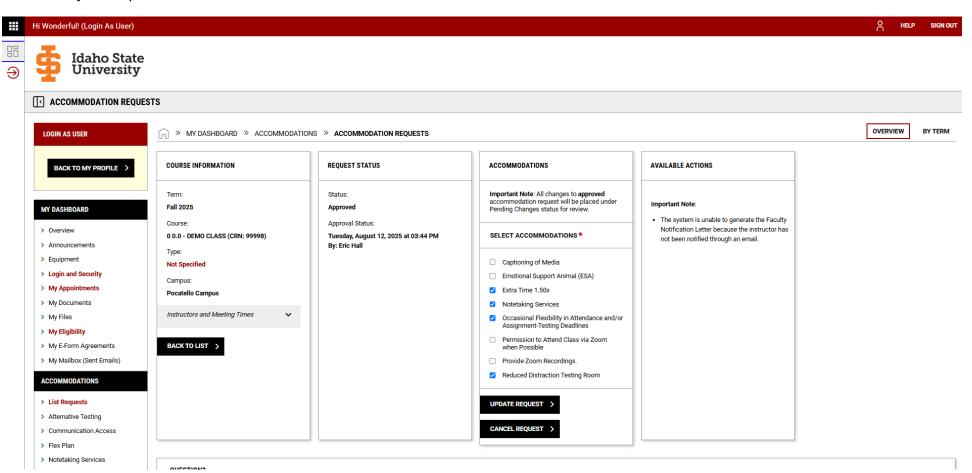
To manage your accommodations, click on "View Request Detail."



You are then brought to a listing of your accommodations to modify your accommodations. Click 'Modify Request'

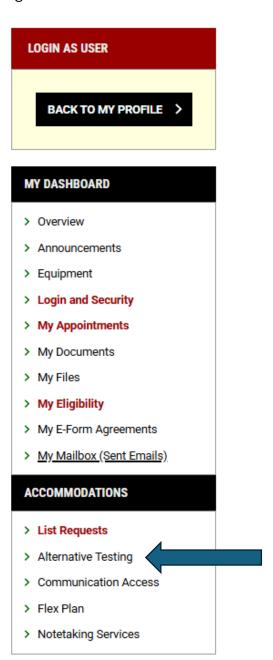


From here, you can apply, remove, or cancel your accommodation. Once a modification request is made, your specialist will be notified and will review your request.

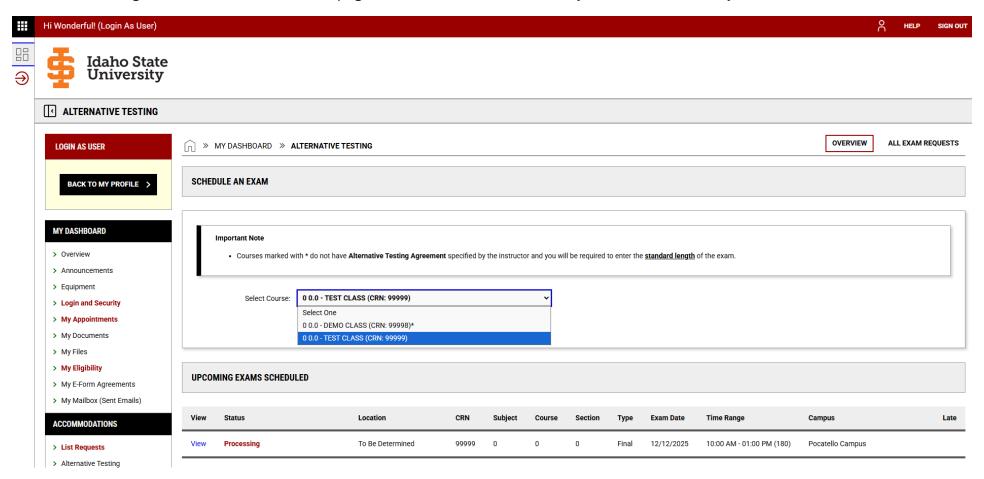


Scheduling your exams

To schedule your exams, click on 'Alternative Testing' located on the left-hand menu under Accommodations.

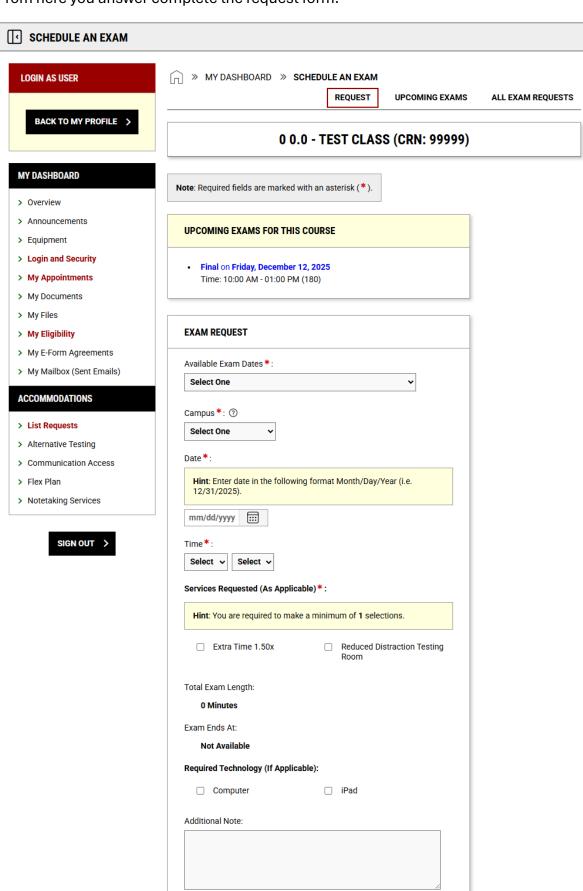


You are then brought to the 'Schedule an Exam' page. From here, select the course you need to schedule your exam.



Once selected, click on the "Schedule An Exam" button.

From here you answer complete the request form.

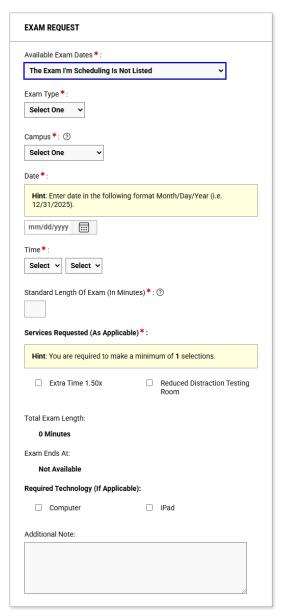




If your instructor added exam information, the list would prepopulate with the exam information.

ime*: Select V Select V Pervices Requested (As Applicable)*: Hint: You are required to make a minimum of 1 selections. Reduced Distraction Testing Room Potal Exam Length: O Minutes Exam Ends At: Not Available Required Technology (If Applicable): Computer Pad	vailable Exam Dates*:	
Quiz - Wednesday, August 27, 2025 (10:00 AM) Regular Exam - Friday, September 05, 2025 (10:00 AM) [Scheduled] Final - Friday, December 12, 2025 (10:00 AM) The Exam I'm Scheduling Is Not Listed Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2025). mm/dd/yyyy ::: Time *: Select	Select One	~
Regular Exam - Friday, September 05, 2025 (10:00 AM) [Scheduled] Final - Friday, December 12, 2025 (10:00 AM) The Exam I'm Scheduling Is Not Listed Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2025). mm/dd/yyyy ::: Fine*: Select Select Select Requested (As Applicable)*: Hint: You are required to make a minimum of 1 selections. Extra Time 1.50x Reduced Distraction Testing Room Fotal Exam Length: O Minutes Exam Ends At: Not Available Required Technology (If Applicable): Computer Pad	Select One	
[Scheduled] Final - Friday, December 12, 2025 (10:00 AM) The Exam I'm Scheduling Is Not Listed Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2025). mm/dd/yyyy ::: Time *: Select		
The Exam I'm Scheduling Is Not Listed Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2025). mm/dd/yyyy ::: Time *: Select		
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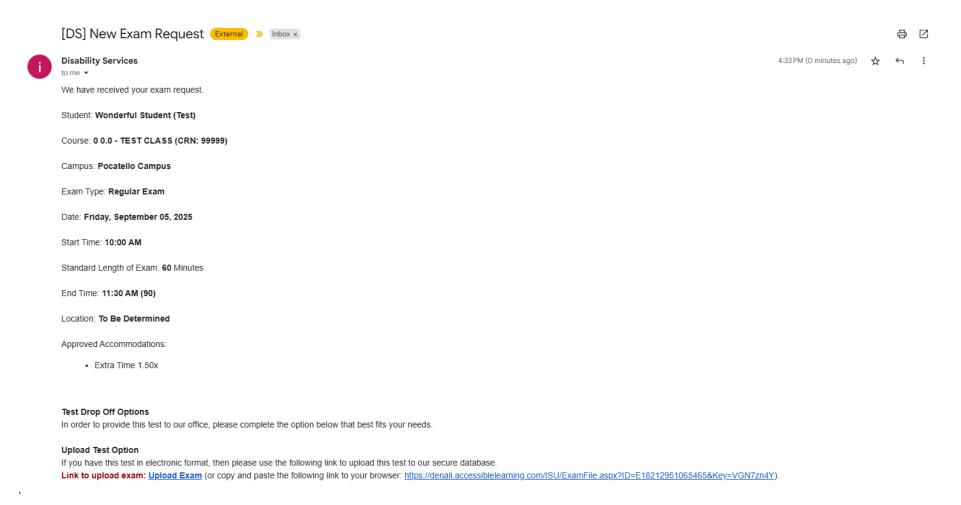
Exam request with predefined testing information



Exam request without predefined testing information

If your instructor has not listed their exams, then you have the option to select "The Exam I'm Scheduling is Not Listed" and enter the exam details. If you have any questions or concerns about scheduling your exams, please feel welcome to contact Disability Services at 208-282-3599 or ada@isu.edu.

Once the exam request is filled out, click "Add Exam Request". Both the testing center and your instructor will be notified of the request. The testing center will review your request. Your instructor will need to provide Disability Services or an affiliated testing center with the exam, either by uploading the exam through the secure "Upload Exam" link provided in the email notification, by email, or by hand delivery.

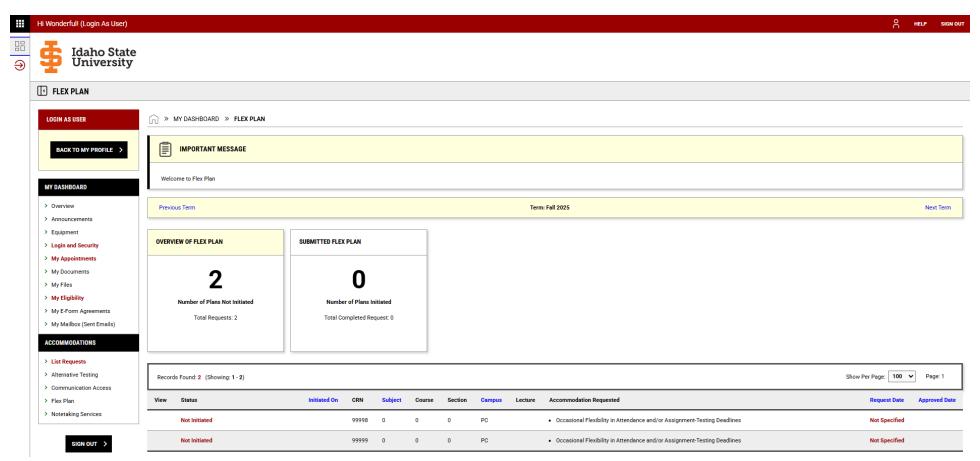


If you have any questions or concerns about scheduling your exams or have questions about the process, please feel welcome to contact Disability Services at 208-282-3599 or ada@isu.edu

Managing your Flex Plan Accommodation

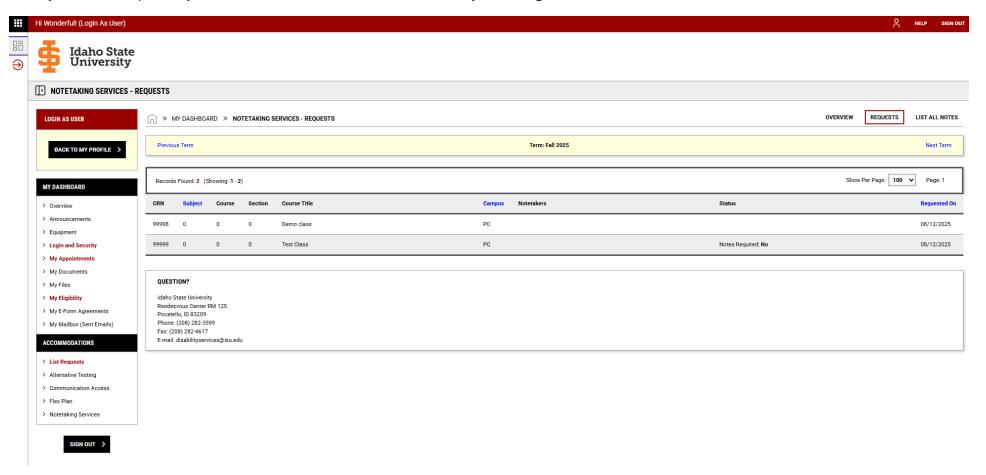
From your student portal, you can monitor the status of your Flexibility Agreements.

Flex agreements are initiated by the instructor. If the instructor does not initiate the flexibility agreement within three days of being notified, the default Flexibility agreement is put in place.



Notetaking Services

From your student portal, you can view and download notes taken by the assigned note-taker.



If you have any questions or concerns about your student portal or have questions about the various processes and procedures, please feel free to contact Disability Services at 208-282-3599 or ada@isu.edu, or schedule an in-person training with our assistive technologist.