Student Accessibility Services
Instructions for Submitting your Semester Request

In order to request your accommodation letters for the Fall 2017 semester please log into Accommodate by visiting our website (https://students.tufts.edu/student-accessibility-services/currently-registered-students) and clicking on “Accommodate Log On” on the right-hand side of the page. Use your Tufts username and password to log-in.

(We strongly suggest bookmarking this new Accommodate Log On link!)

1. When you log in, you’ll be brought to your Accommodate home page. To continue with your letter request, hover over the Accommodation tab.

2. Choose Semester Request.
3. Choose Request Accommodation.

4. Your approved accommodations will be displayed. Underneath the approved accommodations, use the drop down menu to choose the semester.

5. Once the semester has been chosen, the courses you are registered for in that semester will be displayed on the right-hand side of the page. To request letters, click on “Submit for All Accommodations”, which will appear underneath your courses.
6. You will receive an email within 48 business hours, telling you that your letters are ready to be picked up. You will need to pick them up on the Accommodate website, and that email will contain instructions for how to do that.

If you have any questions contact SAS at: accessibility@tufts.edu