**Office of Disability Services Syllabus Statement**

**Disability Accommodations:** If you are a student with a disability for which you may need accommodations and are new to our office, you should self-identify by logging into the Accommodate Portal, [Initial Accommodation Request Form (symplicity.com)](https://hws-accommodate.symplicity.com/public_accommodation/), and completing the Accommodation Request Form. Disability-related accommodations and services will be provided when the registration and documentation process is complete.

Returning students may request accommodations by logging into the Accommodate Portal and submitting a Semester Request. Should you need to meet to add or discuss accommodations, please schedule an appointment with the Associate Director of CTL for Disability Services.

Please direct questions about this process or Disability Services at HWS to [ctl@hws.edu](mailto:ctl@hws.edu) or x3351.