

SCHEDULE FORM & REQUEST FOR PROFESSOR LETTERS

Student Information

Students Full Name: _____ Campus ID Number: _____ Date: _____

Primary Phone Number: _____ Semester: _____ E-mail: _____

Course Information

Please note that any changes to your mailing address and/or phone number **MUST** be made on your my.fresnostate.edu account.

INSTRUCTIONS: Enter **ALL INFORMATION** below carefully and completely. Checkmark only approved accommodations you are requesting this semester. Submit this form to SSD. Letters will be ready for you to deliver to your professors within two to three business days.

Course	Professor	Online Course	Distance Learning	Note-Taking	Tape Record	Testing	Textbooks Alternate Format	<ul style="list-style-type: none"> • ASL Terp. • Captionist
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments / Additional Request:

Date Professor Letters picked up by student: _____ Student Signature: _____

Office Use Only

1. DSTMP ____ 2. Read Copy ____ 3. Terp Copy ____ 4. Package ____ 5. Letter ____ 6. NTKG Copy ____ 7. SAM ____