**Steps to be followed by the student with approved accommodations:**

1. Have a brief discussion with each instructor of your classes and go over the listed accommodations and work out any details necessary to implement the accommodations. The conversation can be via email or in person. It should be private and occur either before the class begins or on the first day of class. If your accommodations were approved after the start of the term, the discussion should occur as soon after you have received your Official Academic Accommodation Plan, as possible. Students should realize instructors review the accommodations, at this point with the purpose of determining they do not cause a fundamental change to course. If the instructor believes the accommodation does cause a fundamental change to the course, the student and/or instructor should contact the Disability Resource Center as soon as possible. A meeting will then be held to address the accommodation in question.
2. After discussing accommodations with each instructor, the student should send an email/web campus communication to Julie Byrnes indicating the date the discussion occurred.
3. Accommodations are not officially in place until the discussion occurs. If you have problems or questions, contact Julie Byrnes at (775)753-2271 or email [Julie.byrnes@gbcnv.edu](mailto:Julie.byrnes@gbcnv.edu) .