## Student AccessND TrainingSupplemental Accommodation Request

1. In InsideND, Search “AccessND” and click on the logo to navigate to your Student page.



1. You will then see your Student Home Page.



1. Click on Accommodation and then choose Supplemental from the options below it.



1. Click Add New



1. If the request is not related to Covid-19, click No.



1. If you are a graduate student, check Yes and answer the subsequent questions that appear. If you are not a graduate student, check No.



1. From the Drop Down Menu choose the Accommodations you are requesting



1. If your request is not supported by documentation already on file at the Sara Bea office, please upload new documentation.



1. Click Submit.

