

Faculty Liaison

Instructor Notification

At the student's request, DRS will send a letter verifying that you are receiving services from DRS. It will further state that you will discuss any possible accommodations with the instructor yourself. In order for these letters to be most effective, they must be sent early in the semester.

Students will be responsible each semester for providing DRS with a completed **Authorization for Release of Information** (blue form) form. DRS will send a letter verifying that you are receiving services from DRS and it will briefly explain the classroom accommodations that you are approved to receive. It will further state that you will discuss any possible accommodations with the instructor yourself. It is important that you get this form to DRS at the beginning of each semester so that faculty members may notified in a timely manner.

Student/Faculty Liaison

DRS staff may, on occasion, act as a student/faculty liaison. We do recommend that you try to resolve an issue with the instructor first, but we are happy to give guidance as to how you might approach the issue with an instructor. If you are not satisfied with the results, and you would like DRS to assist you, you should make an appointment to discuss the issues.