Requesting Academic Accommodations

Eligibility
You are eligible to select accommodations if you are enrolled in classes at the University of Wisconsin-Milwaukee and have a current accommodation plan with the Accessibility Resource Center.

Getting Started/Login
First, you will go to the ARConnect page. Type http://uwm.edu/arc/connect/ into the address bar. You can access the address bar in JAWS by pressing ALT + D while on your browser window. Once here, select the link on the left of the page labelled "Apply for accommodation services", and log in with your ePanther ID.

My Dashboard will open, and you will be directed to sign required E-forms if you have not done so already. To do this with JAWS, pull up the links list by pressing INSERT + F7 and first-letter navigate to select the E-form link. Press ENTER to open the page and carefully read the document. To acknowledge consent, press the hot key E to cycle through edit fields until you land in the signature edit field. Press the TAB key to move to the submit form button or press the hot key B to locate the submit form button and then press ENTER to submit.

To view a list of your eligible accommodations, go to the heading My Accommodations and click My Eligibility. With JAWS you press the hot key H and use your reading keystrokes to go over the heading contents until you find My Accommodations. To find My Eligibility, pull up your links list dialog, INSERT + F7, and first-letter navigate until you have selected it. Press ENTER to open the link. A list of your approved academic accommodations is available here.

Selecting Accommodations
To select the accommodations you plan on using for each of your classes, click on List Accommodations found under the heading My Accommodations. Your screen will open to List Accommodation Requests. At the top of the page there is a box with an Important Note. Please read these notes, they will be updated with information about ARConnect.

Scrolling down to Step 1: Select Classes, there will be a list of your registered courses. Check the box next to each course for which you want to request accommodations. You can check these boxes with JAWS by using the hot key X to move through the check boxes and pressing ENTER to select classes that you would like to request accommodations for. Your courses may take up to 48 hours to show in ARConnect after registration in PAWS. Please contact the Accessibility Resource Center if 48 hours have passed and your courses are not in ARConnect. Please carefully read the Requesting Accommodations Agreement in the box below your class list.
Next, click on **Step 2 - Continue to Customize Your Accommodations**. This will open Final Step: Select Accommodations for Each Class. For each class check the box with the accommodation you want to request. Through JAWS you will press the hot key X to move through the check boxes while you select your requested accommodations by pressing SPACE BAR. When done, press the hot key B to move to the submit button. Only the accommodations you select will show up on your Faculty Notification Letter.

If you are approved for testing accommodations, Alternative Testing will be in your list of accommodations instead of each of the individual testing accommodations such as extra time or minimally distracting environment that you might be approved for.

When you are finished selecting all the accommodations you plan to use for each class, click on Submit Your Accommodation Requests.

**After Accommodations are Submitted**
There will be a list of the accommodations you have selected under each class.

Faculty Notification Letters will be sent between one and four weeks before the semester begins. If the semester is already in session, the letters will be sent immediately. A copy of your Faculty Notification letter will be emailed to your UWM email. You still need to meet with your instructors to discuss the accommodations you selected for each class.

If you have any questions about selecting your accommodations, please contact your ARC Counselor.