



Responsibilities of Students with a Learning Disability or ADHD

- Submit current documentation of the specific learning disability (LD) or ADHD according to Bryant's Guidelines for Documentation. Keep a personal copy of all testing and documentation. Please verify receipt of documentation.
- Schedule an appointment with the ACE Assistant Director of Access Services at the start of each semester to discuss academic needs and requests for specific academic accommodations. Appointments are made by coming to the ACE front desk in Unistructure Room 275 in the Center for Teaching and Learning or by calling ACE at 401.232.6746. It is the student's responsibility to initiate all appointments and requests for accommodations or services.
- Bring hard copy of your detailed course schedule with professors' names for the current semester to your appointment.
- Report any scheduling or professor changes or add/drops to the ACE Assistant Director of Access Services immediately. If revisions of approved accommodations are needed, the student must schedule an appointment to discuss all changes and amend the Academic Accommodations Master Form. Email or phone contacts will not be sufficient.
- Within 5 (five) days of signing the Academic Accommodations Master form, meet with each faculty member to arrange the implementation of each specific accommodation. Faculty members are not required to provide accommodations unless the student initiates this meeting and follows through on the practical arrangements and timeframes.
- Schedule a follow-up meeting with the ACE Assistant Director of Access services to report the arrangements agreed upon with faculty members for each accommodation.
- Schedule appointments with the ACE Assistant Director of Access Services throughout the semester to discuss academic needs. ACE does not track or monitor student progress/grades.



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- Request assistive technology and/or alternate format of print materials using current ACE procedures.

In addition to students' responsibilities, the following recommendations may benefit students:

- Schedule tutoring in specific content areas. Call Academic Center for Excellence (ACE) at 401-232-6746 to make an appointment.
- Schedule an appointment at the Writing Center. Call Academic Center for Excellence (ACE) at 401-232-6746 to make an appointment.
- Schedule an appointment with the Assistant Director of Access Services. Call Academic Center for Excellence (ACE) at 401-232-6746 to make an appointment. Bring your official course schedule, syllabi, textbooks, and all relevant course materials.
- Schedule an appointment with the Academic Skills Specialist. Call Academic Center for Excellence (ACE) at 401-232-6746 to make an appointment. Bring your syllabi, textbooks, and all relevant course materials.
- Attend Learning Labs: Accounting, Economics, Finance, or Math
- Attend Workshops
- Communicate with professors, especially during scheduled office hours.

Please direct questions to:

Marie Saddleire, Ph.D.

Assistant Director of Access Services

Bryant University / Academic Center for Excellence

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