

Scheduling Exams

1. Login to the DSS Student Portal with your SalukiNet username and password.
2. From your dashboard select 'Alternative Testing' in left toolbar.

My Dashboard

Home >> My Dashboard >> Overview

OVERVIEW

IMPORTANT MESSAGE(S)

Please read the following message(s) regarding your account:

- ***THIS IS AN EXAMPLE OF A USER NOTIFICATION***
This is used to provide an individual user (it can be an employee or a student) with a notification that will appear in their dashboard. It must be manually added or removed in the User Service Center for each person. If you want examples of how this is used submit a ticket.
This is a feature that is not required for initial deployment. You may wish to wait to use this feature until you have experience with the system.

PRINTING FACULTY NOTIFICATION LETTER IN PDF

Note: It may take up to **10 seconds** to generate each PDF file.
Important Note: Your notification letter will be listed below if we have sent them to your faculty. Please contact our office if you have any questions or concerns.

Select Class:

LIST ACCOMMODATIONS FOR SUMMER 2021

Refine Search Result:

3. Under Step 1, select the class for which you want to schedule an exam.
4. Then select, Schedule an Exam.

My Dashboard

Home >> My Dashboard >> Alternative Testing

ALTERNATIVE TESTING

Alternative Testing Agreement(s)

Below is the list of all Alternative Testing Agreement(s) submitted through the system.
If you do not see your course listed, this means that your alternative testing agreement **HAS NOT BEEN COMPLETED** and you are unable to schedule alternative testing at this time.
Please contact our office as soon as possible if your exam date is approaching so that your room can be properly scheduled.

Questions? Contact Us!

Please contact our office if you have any questions regarding Alternative Testing request.

Disability Support Services
Student Health Center
2nd Floor, Suite 220
374 E. Grand Ave.
Phone: 618-453-5738
VP: 618-615-4492
disabilityservices@siu.edu

- On this page you will Step 1 request the type of exam, Step 2 enter the date and time your is scheduled, and Step 3 select testing accommodations you will utilize.

My Accommodations

- > My Eligibility
- > List Accommodations
- > Alternative Testing
- > Notetaking Services

Any questions or concerns?
Use the following contact information:
Phone: (618) 453 - 5738
[Send an Email](#)

Logout

Once you finish with your session, please do not forget to **Log Out** and **Close Your Browser**.

[Log Out](#)

CLASS SCHEDULE(S) AND LOCATION(S)

Days	Time Start	Time End	Date Range	Location
MWF	09:00 AM	10:30 AM	06/01/2021 - 06/01/2022	A 101

Exam Detail

Alternative Testing Agreement Type: **DSS Testing Agreement**

1 Request Type * : Select One
[View: Exam Schedule Availability](#)

Date * :
Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2010).

2 Time * : Select Select

Services Requested (As Applicable) *

Assistive Technology Software
 Extra Time 1.50x
 Limited Distraction

Computer for Essays
 Extra Time 2.00x

Additional Note:

- Check box to agree to the terms and conditions.

- Then select Add Exam Request. Please note, if exam times overlap with one another, you should resolve the time conflict with your professors prior to scheduling.

Logout

Once you finish with your session, please do not forget to **Log Out** and **Close Your Browser**.

[Log Out](#)

Date * :
Hint: Enter date in the following format Month/Day/Year (i.e. 12/31/2010).

Time * : Select Select

Services Requested (As Applicable) *

Assistive Technology Software
 Extra Time 1.50x
 Limited Distraction

Computer for Essays
 Extra Time 2.00x

Additional Note:

Term(s) and Condition(s)

Please indicate that you have read and agreed to the following statement(s):

Select Box Please note that ALL Late Exam requests are reviewed by the DSS office, Late Exam requests may not be granted if DSS is not able to provide the exam. **2**

Add Exam Request
Back to Testing Requests Overview