

ATTACHMENT 2 – 9-25-13 – MEET & CONFER

Sent: Tuesday, September 10, 2013 3:49 PM
To: Diane Backer
Cc: Martin Tadlock
Subject: Meet and Confer - Disability Statement

Good afternoon. Please include the below as a topic for the next Meet and Confer:

- Syllabus Disability Statement Update

Below is the current and intended language. If you have any questions, please let me know.

James

NEW PROPOSED RECOMMENDED SYLLABUS STATEMENT

I would like to make sure that all the materials, discussions and activities that are part of the course are accessible to you. If you would like to request accommodations or other services, please contact me as soon as possible. It is also possible to contact Disability Services, Sanford Hall, 201. Phone: 218/755-3883 or E-mail address Disabilityservices@bemidjistate.edu. Also available through the Minnesota Relay Service at 1-800-627-3529.

CURRENT RECOMMENDED SYLLABUS STATEMENT

“Upon request this document can be made available in alternate formats. Please contact the instructor (your name and phone number) or the Director of the Disability Services Office at 755-3883.” Please contact the Disability Services Office ONLY if you have a need for accommodations in this class. All other contact should be with your instructor.

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