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| DCC logo | Americans with Disabilities Services (ADA)  Wyatt Building, Room 108  (434) 797-8572 – Dr. Carl Amos  (434) 797-8451 (Fax)  [camos@dcc.vccs.edu](mailto:camos@dcc.vccs.edu) |

**TESTING POLICY AGREEMENT FORM**

**Accessibility Services for Students Requesting Readers for Tests**

Student:

Empl ID:

Course:

Term:

Instructor:

Students who have been identified with specific reading challenges may request a Reader for major tests in the Learning Resource Center (LRC). The student must register with the Danville Community College ADA office. The student is responsible for making arrangements for a Reader 3 days before the scheduled exam. (Contact Ms. Leticia Lunsford in the LRC at 434-797-6432 and give her the test date, time and name of the course Instructor.) The Reader will read the exam as is and the test session will be tape recorded. The student will write his or her own responses for the test. Neither prompting nor assistance can be given by the Reader.

**Student Pledge**

I have read and understand the above policy on requesting a Reader for my exam(s). I pledge to abide by the above policy with regard to requesting a Reader and tape recording for the exam(s).

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Student Signature Date

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Witness Date

CC: Student

Instructor

Student Support Services