REQUESTS FOR
SPECIAL PLACEMENT TESTING
(Admitted and Non Admitted Students)

Students that are requesting special administration on the placement examinations must provide proper documentation. **IEPs will not be accepted as documentation for students requesting services beginning spring semester 2005 (January 2005).**

Documentation must:

1. Be within the last 3 years of date requests. Submit documentation to the Accessibility Center, Room 200 of the Kelley Student Center.

2. Be provided by one of the following:
   a) Psychometrist
   b) Psychologist
   c) Psychiatrist
   d) Medical Doctor or Specialist
   e) Other Medical or Mental Health Specialist

3. Be approved by the Coordinator of Accessibility Services.

The Coordinator of Accessibility Services will assess the documentation and approve or disapprove modifications.

If approved, staff of the Testing Center and the student will be notified by the Accessibility Center that the modifications are approved.

The student must contact the Testing Center to schedule testing if services are approved. Student should call (765) 455-9395 to schedule testing.

Students will be notified if services are approved or disapproved.

**Career and Accessibility Center**
Room 200, Kelley Student Center
(765) 455-9301, disserv@iuk.edu