

# Responsibilities of Students Receiving Accommodations

* It is my responsibility to request my accommodation letter(s) each semester.
* Once my accommodation letter(s) are requested and received, it is my responsibility to communicate with each of my professors about my accommodations.
* It is my responsibility to schedule my exams with my professors and/or OSU’s Testing Center.
* It is my responsibility to contact Student Accessibility Services (SAS) as soon as possible if there is a problem receiving my accommodations.
* It is my right to use all, part, or none of my accommodations. I understand that if I choose NOT to use my accommodations, I cannot redo any assignments or exams completed previously without them.
* If my accommodation letter permits me to audio record lectures and/or receive digital copies of materials displayed in the classroom, I understand that this permission is limited to my personal use, and I am not allowed to share or distribute such recordings or digital copies without explicit permission from the professor per the Oklahoma State University (OSU) Copyright and Fair Use Policy of Course Materials, found in my syllabus.
* It is my responsibility to return any borrowed equipment and/or technology to SAS at the end of each semester.
* It is my responsibility to meet the same essential academic, technical, and professional requirements and standards as other students.
* It is my responsibility to maintain academic integrity through adherence to the [OSU Academic Integrity Policy (2-0822)](https://academicaffairs.okstate.edu/academic-integrity/) (https://academicaffairs.okstate.edu/academic-integrity/index.html).
* It is my responsibility to adhere to the [OSU Student Code of Conduct](https://campuslife.okstate.edu/student-conduct/) (https://campuslife.okstate.edu/student-conduct/).

**By completing a SAS intake appointment, you verify that you have been informed of, understand, and agree to the responsibilities stated above.**