View Your Students’ Accommodations and Notification of Accommodations Letters

Overview

The DR Instructor Portal is designed for instructors to easily view and manage accommodation requests for students with disabilities.

- Only students registered with Disability Resources can request accommodations.
- Disability Resources will always notify instructors regarding students’ accommodations through the notification of accommodations letter.
- If students request accommodations that are not included in the letter, or if a student who requests accommodations has not provided a notification of accommodations letter, contact Disability Resources.
- If you’re unsure how to implement an accommodation, we’re happy to help.

Accessing the Portal

To access the instructor portal, visit http://www.rochester.edu/college/disability/faculty/dr-instructor-portal.html and use your UR net ID and password to log in.

The Instructor Authentication Page that follows is a reminder about confidentiality. Select Continue to View Student Accommodations.
Viewing Student Accommodations and Notification of Accommodations Letters

The **Overview** page lists students who have made an accommodation request in one of the classes you teach. This list also identifies which of the most common accommodations a student has requested (i.e. EXAM for testing accommodations; NOTE for notetaking accommodations).

To read an individual notification of accommodations letter, select **View** next to the student’s name on the accompanying line.

On the left-hand side of the **Overview** page, you can also select an accommodation category, which will display the students who have requested these accommodations.
Searching for Students by Accommodation Type

If you have lots of students, you can search for a specific accommodation by selecting Search Students’ Eligibilities > Expand the Advanced Search Panel.

Select a specific accommodation and click Search. Doing so will pull up a list of students and their emails.

Questions?

We’re happy to help! Call (585) 276-5075, email disability@rochester.edu, or come see us in Taylor Hall.