



Accommodate

Student Log In Instructions for Accommodate: New & Registered Students

<https://charteroak-accommodate.symlicity.com>

(Create a shortcut on your electronic device)

New Students:

Log in to the Charter Oak State College Accommodate “Public Accommodation Request” page.

https://charteroak-accommodate.symlicity.com/public_accommodation/



Public Accommodation Request

* indicates a required field

Student Information

Please enter your information

First Name *

Last Name *

Middle Name

You will fill out your personal information, including **your Charter Oak State College Student ID number**, the questions about your disability, and upload documentation using the “Add Item” button. Check the Captcha box and click “Submit”. The Charter Oak State College Office of Accessibility will then receive your request. We will be in touch shortly to schedule an interactive meeting.

Disability Questions and "Add" button for submitting documentation:

Specific Accommodation Information

What is your diagnosed disability? *

My diagnosed disability falls into the following category *

Add...

How does your disability affect you academically? *

Submit Button and Captcha Box




What is the best way to get in contact with you?

Upload supporting document(s)

Add Item

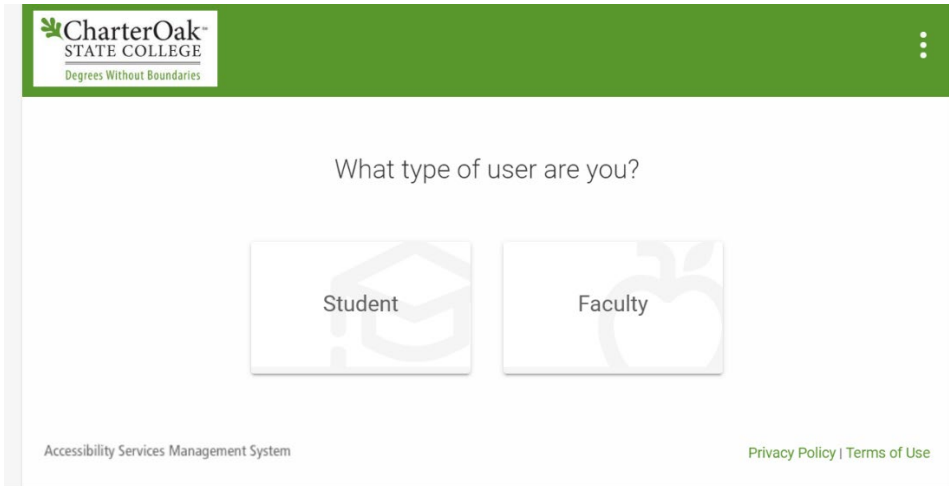
Please prove you are not a robot

 I'm not a robot 
reCAPTCHA
Privacy - Terms

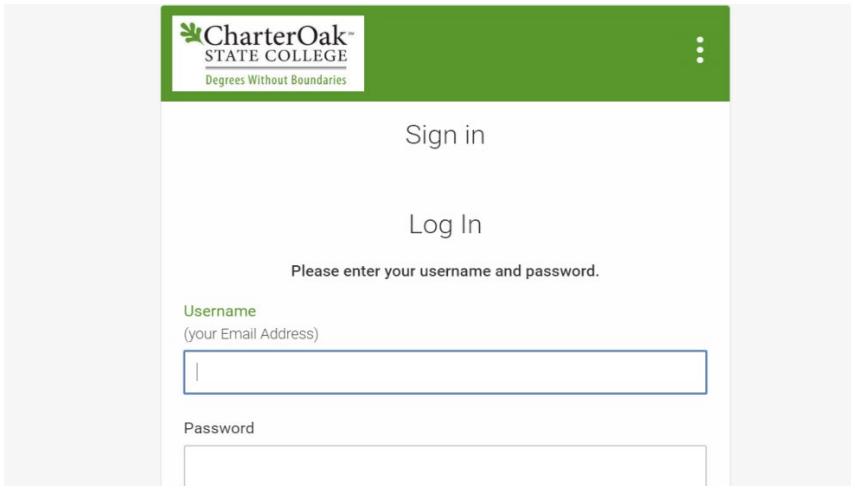
Submit

Student Already Registered with the Office of Accessibility Services

The Accommodate Software system will provide you with a dashboard of information on your registered classes, approved accommodations and more. It also allows you to make term, semester, and session accommodation letter requests. Click on "Student". Please log in to Accommodate using your **Charter Oak State College email address** and your created password. You may then get acquainted with the system and make the following requests. <https://charteroak-accommodate.symplcity.com/>



The screenshot shows the top navigation bar of the Charter Oak State College website with the logo and tagline "Degrees Without Boundaries". Below the bar, the text "What type of user are you?" is centered. Two buttons are displayed: "Student" with a graduation cap icon and "Faculty" with an apple icon. At the bottom, the text "Accessibility Services Management System" is on the left and "Privacy Policy | Terms of Use" is on the right.



The screenshot shows the login page of the Charter Oak State College Accessibility Services Management System. The top navigation bar is the same as in the previous screenshot. Below it, the text "Sign in" and "Log In" are centered. A prompt "Please enter your username and password." is followed by two input fields: "Username (your Email Address)" and "Password".

Accommodation Letter Requests: Once in your Accommodate dashboard:

1. **Click:** Accommodation Tab (left side)
2. **Click:** Term/Semester Request
3. **Click Drop-Down:** Choose and Click semester
4. **Click:** Add New
5. **Click Drop-Down:** Choose and click semester again
6. **Click:** Review the Renewal (to the right)
7. Review your accommodation(s) and check the courses you wish to use your accommodation(s) for
8. **Click:** Submit

