

AEC welcomes you to the Spring 2021 semester!

In accordance with President Papazian's guidance, AEC's staff will continue telecommuting and be available virtually to support the modes of instruction being offered this Spring. All AEC's locations remain closed: Main AEC Office (ADMIN 110), Testing Office (IS 223), Deaf and Hard of Hearing (IS 222), and Center for Accessible Technology (MLK 230). AEC is reachable via email (aec-info@sjsu.edu) for Zoom appointments to address any student concern regarding the administration of Spring 2021 accommodations.

New for Students:

1. Updated [Current Student FAQ](#) to address the current modes of instruction and requesting & utilizing prescribed accommodations, including the administration of accommodated exams.
2. The [Notice of Student Absences Accommodation Instructor/Student Guide](#) is a tool for facilitating communication between instructors and students prescribed an attendance accommodation when meeting to discuss the accommodation.

Notetaking

Peer notetaking is provided for in-person lectures or synchronous lectures (live lectures). Students are asked to only confirm notetaking services for those types of courses. For additional information students should refer to the notetaking email.

Additional information regarding Notetaking Services is available on [AEC's Notetaking Services FAQs](#), i.e. requesting services, confidentially, and instructor involvement.

Test Accommodations

The AEC supports the administration of exams to match the same manner and version as the class. With various modes of instructions students should familiarize themselves with their responsibility, steps required for requesting accommodations, and arranging for accommodated exams by viewing the [AEC's Testing FAQ](#). Note, scheduling exams will be different for online exams vs. in-person exams.

Alternative Formats

Students with prescribed alternative formats as an accommodation, who have not requested their e-text, should do so as soon as possible via MyAEC. Students can view the [CAT's FAQs](#) for their responsibility and required steps in requesting alternative formats.

Deaf and Hard of Hearing

Students with prescribed DHOH accommodations, who have not requested services, should do so as soon as possible by emailing aec-dhoh@sjsu. Students can view the [DHOH FAQs](#) for their responsibility and required steps in requesting services.

Did you know

*Students have 24/7 access to
MyAEC Student Portal*

[Student Portal](#) allows students to:

- Request accommodations
- Schedule exams for in-person classes with in-person exams
- Request alternative formats

Important Dates

- February 15: Last Day to Add Classes via MySJSU
- **April 1:** Deadline for students to submit final exam request for in-person classes with in-person exams
- **May 18:** Study Day
- **May 19-25:** Final exams