

ACCESSIBILITY SERVICES – ST. GEORGE CAMPUS - DICTIONARY APPROVAL FORM

Some students registered with Accessibility Services have medical or psychological documentation stating that they could benefit from the use of a dictionary in exams. These are usually students whose written language is compromised by basic spelling or word usage errors (e.g. homonyms).

The Disability Counsellor works with the student and the student's instructor in order to give the student the opportunity to satisfy the essential requirements of the course by providing reasonable accommodations, which in this case, is a dictionary.

The term, 'essential requirement', has a specific meaning in the field of human rights legislation and is defined as that which cannot be adapted without compromising the basic objective of the task; it cannot be done in another way without significantly altering what is intrinsic to the task or activity.

If the ability to spell words accurately is deemed to be an essential learning objective or outcome of the course, it should not be allowed; however, if the learning objective or outcome of the course is to demonstrate knowledge of the material learned, then it could be allowed. If, however, the exam requires the student to define words then a dictionary should not be allowed. An alternative that might be permissible would be a dictionary with different spellings of words.

If you approve the use of a dictionary for the student named below, please complete the information below:

STUDENT'S NAME: _____

STUDENT NUMBER: _____

COURSE CODE: _____ **QUIZ/TEST/EXAM DATE*:** _____

DICTIONARY AUTHORIZED:

Standard dictionary (spelling and definitions)

Spelling dictionary (spelling only, no definitions)

Standard translation dictionary (e.g. French to English)

SPECIFY LANGUAGE(S): _____

INSTRUCTOR'S NAME: _____

INSTRUCTOR'S SIGNATURE: _____

** This approval form applies only to the quiz/test/exam date specified.*

It is the responsibility of the student to deliver the completed form to Test and Exam Services on the day of the test/exam

Test and Exam Services, a division of Office of Space Management, coordinates academic Accommodations authorized by staff at Accessibility Services. After the test or exam, Test and Exam Services will return a copy of the authorization form to the instructor along with the test or exam materials.