

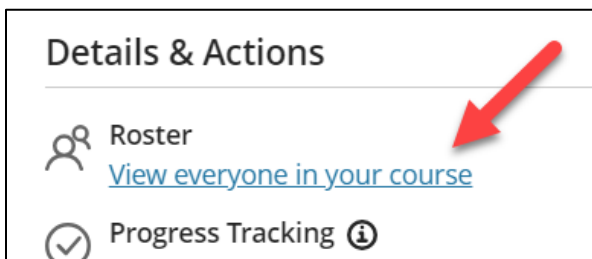
# Accommodations, Exceptions, and Exemptions

## Accommodations

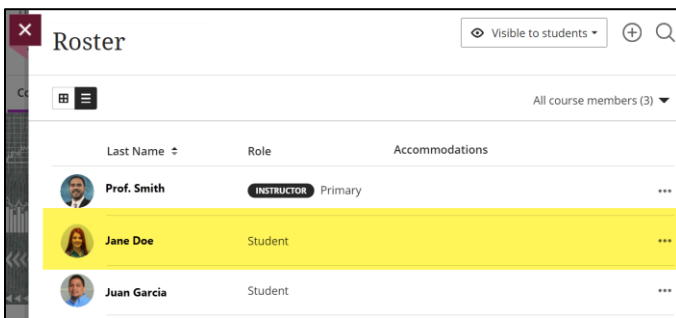
Accommodations may be needed when you receive a notice from Disability Services for Students that a student requires an extended due date or timer on an assessment.

### Setting Up Accommodations

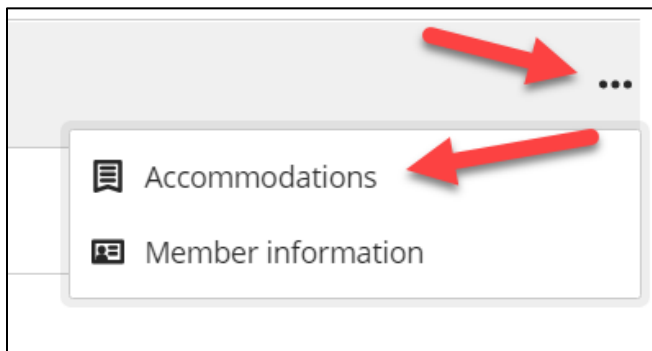
1. Locate the Roster under the Details & Actions section on the Content page. Click **“View everyone in your course”**.



2. Locate the student requiring an accommodation.



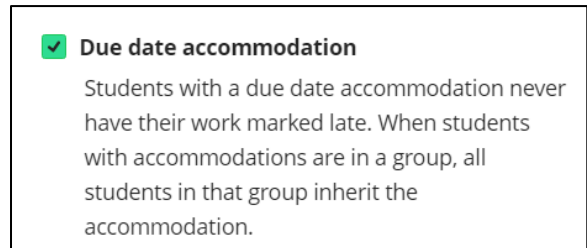
3. Click on the ellipsis at the end of the row and select the **Accommodations** option.



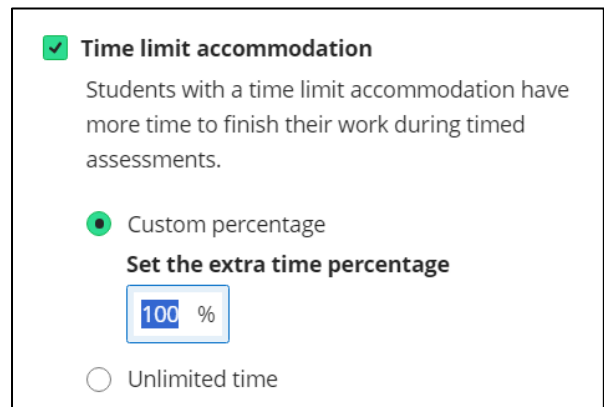
4. Apply the appropriate accommodation(s) for the student.

- a. **Due date accommodation.** Check the box to enable this accommodation.

*Example:*



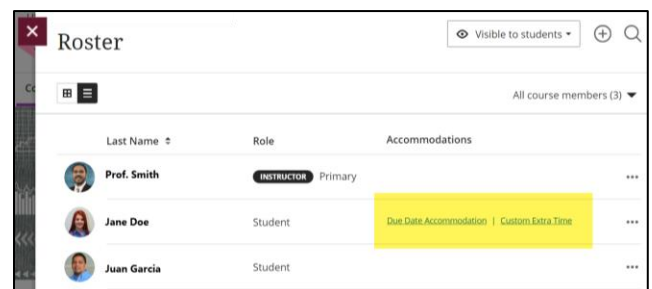
- b. **Time limit accommodation.** Check the box to enable this accommodation. Enter a percentage of additional extra time or select unlimited time for the student.



5. Click **Save** to save the accommodation settings.



6. Student accommodations are visible under the **Accommodations column** in the Roster.

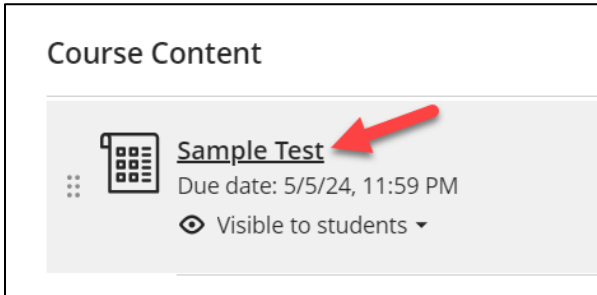


## Exceptions

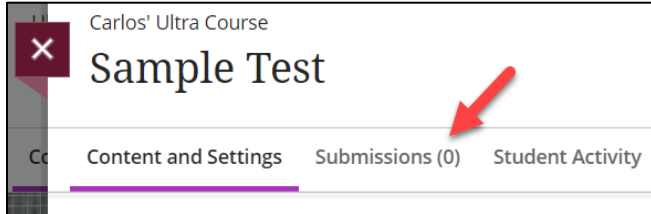
Exceptions may be needed when students require a different due date, a different set of dates to take an assessment, or additional attempts on an assessment.

### Setting Up Exceptions

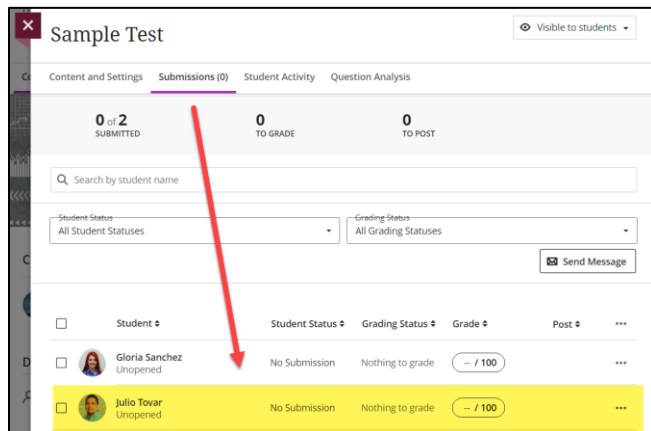
1. Access the assessment you wish to provide an exception.



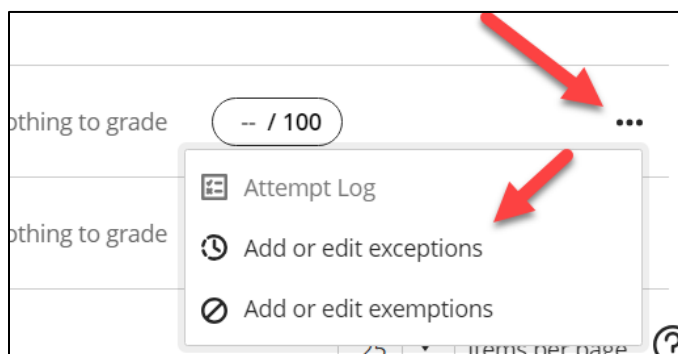
2. Click the **Submissions** tab.



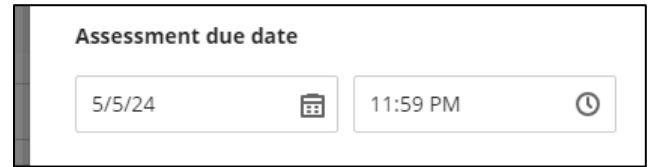
3. Scroll down to **locate the student** you will provide an exception for.



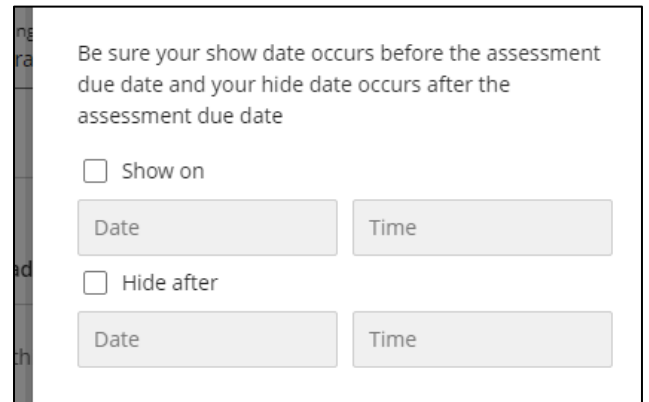
4. Click on the ellipsis at the end of the row and select the **Add or edit exceptions** option.



5. Apply the appropriate exception(s) for the student.
  - a. **Assessment Due Date.** Update if the student is granted a different due date from the rest of the class.



- b. **Show on (Date/Time) and Hide After (Date/Time).** Update these dates to provide a different set of access dates for the student.



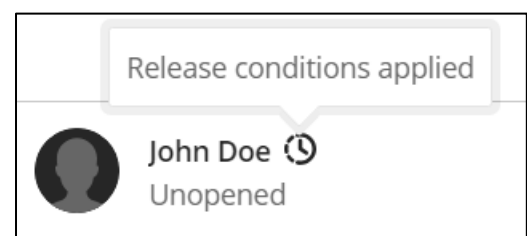
- c. **Attempts allowed.** Update to provide additional (or unlimited) attempts.



6. Click **Save** to save the exception settings.



7. Back on the **Submissions** page, a student with exceptions applied will have a clock symbol by their names. Hover over the symbol to see what the type of exceptions applied.

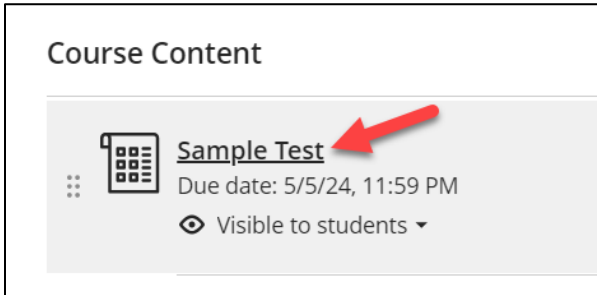


## Exemptions

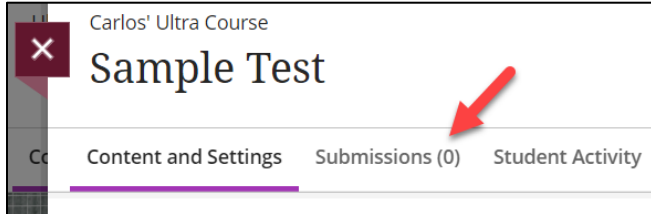
Exemptions may be applied when an instructor wishes to disregard a student's attempt on an assessment, and the student's overall grade will be calculated on the remaining items in the gradebook.

### Applying an Exemption

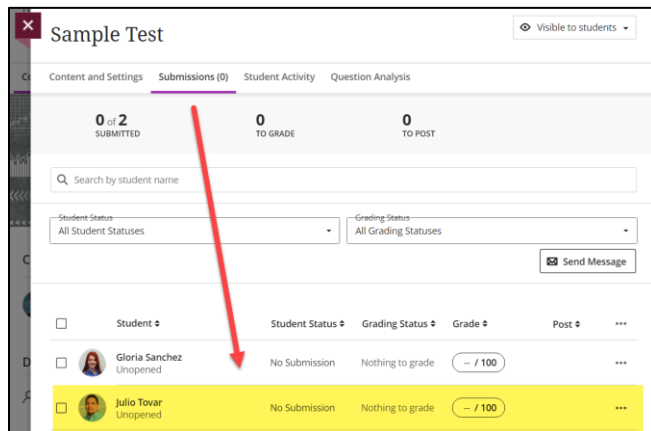
1. Access the assessment you wish to provide an exemption.



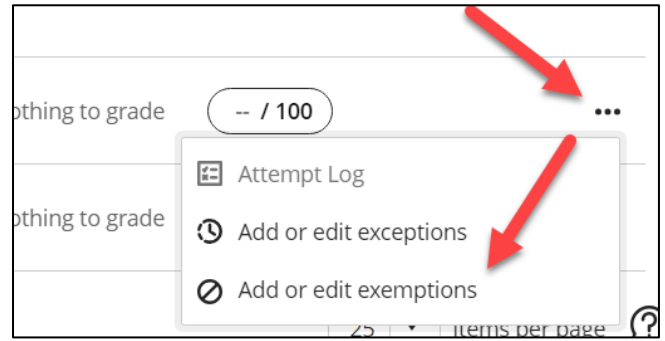
2. Click the **Submissions** tab.



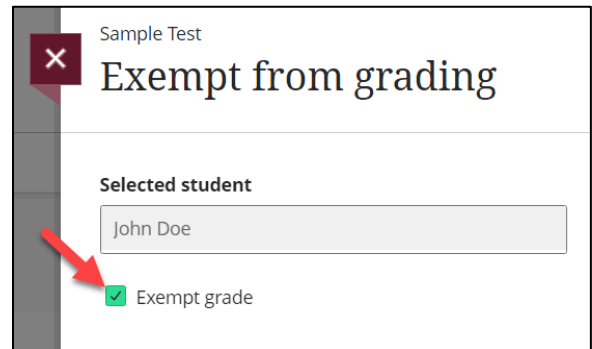
3. Scroll down to **locate the student** you will provide an exemption for.



4. Click on the ellipsis at the end of the row and select the **Add or edit exemptions** option.



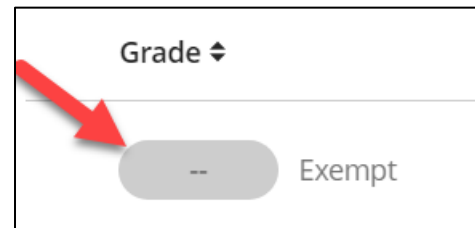
5. Enable the **Exempt grade** checkbox.



6. Click **Save** to save the exemption settings.



7. Back on the **Submissions** page, an exemption symbol (a gray pill with dashes) will now appear for this student to indicate that this item will not affect their course grade.



**For additional support, contact the eLearning Team:**

**Email:** [elearning@tamiu.edu](mailto:elearning@tamiu.edu)

**Call:** 956-326-2792

**Visit:** CWT 208, Monday to Friday, 8 AM to 6 PM

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