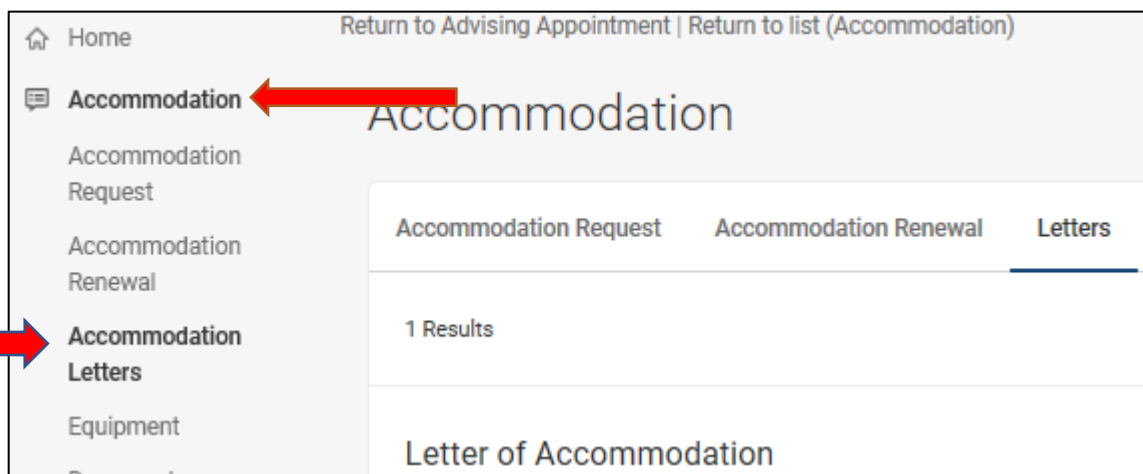


## Do you need to deliver letters of notification to your faculty?

Note: once you submit a request for accommodations, you will be notified via email that your letters are ready to view/download.

1. Visit the SAS Office Accommodate Student Page: <https://yale-accommodate.symplicity.com/students>
2. Click on Student and log-in with Yale Net ID and password.
3. Under the Accommodation Tab, Click Accommodation Letters. Your letters will appear listed. You can click on them to view.



Reminder: Faculty can decide whether they want electronic or paper delivery of letters.

4. Click on the letter you wish to view and/or download as a PDF.
5. Click on Generate PDF to save a copy of your letter to email.
6. Click on Print Letter to print. Click print icon at top right for printer friendly version of page (opens in a new window).

