How Do I Upload Documentation?

Please remember that before a staff member from the Office of Accessibility and Disability Services can meet to discuss accommodations with a student, the student must submit all necessary and pertinent documentation.

There are four steps to registration:

A. Register through Accommodate  
B. Login to Accommodate  
C. Add Documents in Accommodate  
D. Schedule an Initial Accommodation Meeting in Accommodate

Please note that the necessary steps to do each of these steps to do this can be found on the ADS website.

Should you have any questions, comments, or need clarification on any of the necessary steps, please don’t hesitate to stop by our Office, or call us at (843) 349-2503.

1. Log in to Accommodate

2. Click on the ‘Documents’ tab at the top of the page
3. Locate the ‘+ Add New’ button on the bottom of the page

4. Select the type of document you are uploading. Label it with your last name, followed by the type of document (e.g., LAST, supporting medical).

5. Click Submit.

6. Continue on to Step D to learn how to schedule and Initial Accommodation meeting.