

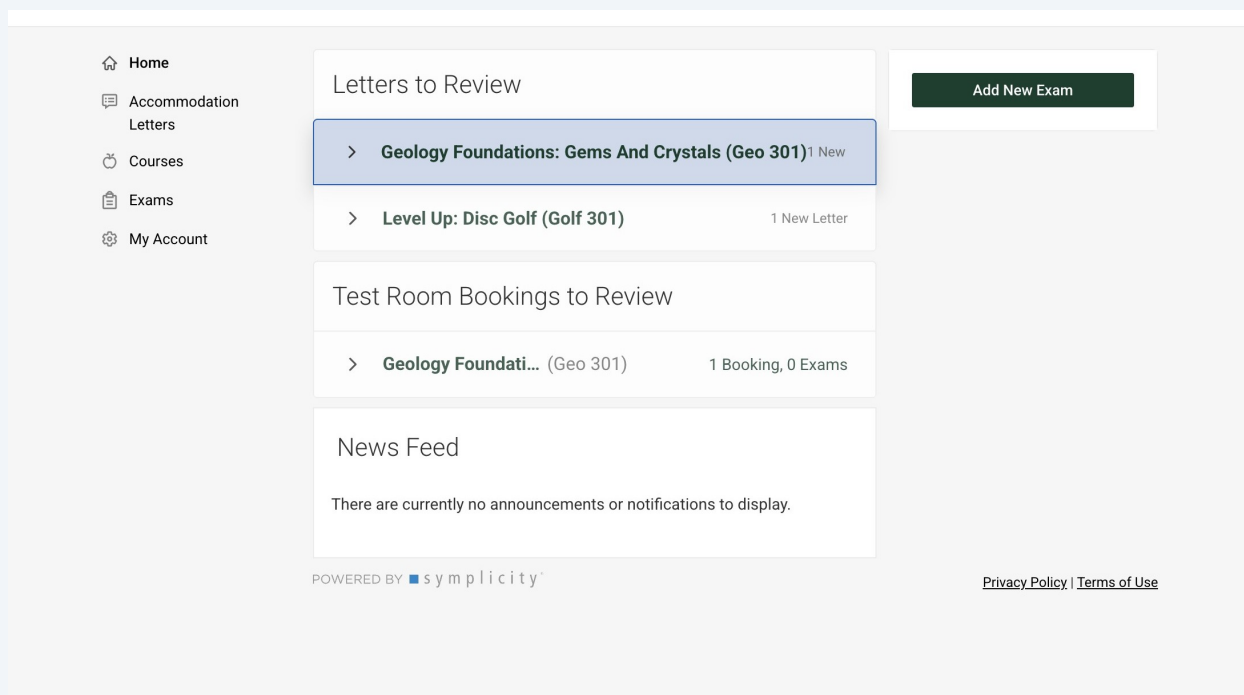
Reviewing Student Accommodations and Course Details in Symplicity



This guide walks you through the process of digitally signing accommodation letters and reviewing enrolled student details within the Symplicity portal. It is designed to help faculty members efficiently manage student support requirements and course-specific information.

1

Navigate to <https://calpoly-accommodate.symplicity.com/>



2

Accommodation Letters for review will be at the top of your home page grouped by course. Click "Review" to view a student's letter. A signature is not required.

The screenshot shows the Cal Poly home page. On the left is a sidebar with navigation links: Home, Accommodation Letters, Courses, Exams, and My Account. The main content area is titled "Letters to Review" and features a section for "Geology Foundations: Gems And Crystals (Geo 301)" with 1 new letter. The letter is from Cora Barragan, sent on June 5, 2026, at 10:35 AM, and is an Academic Accommodation Letter. A "Review" button is circled in orange. Below this is a section for "Level Up: Disc Golf (Golf 301)" with 1 new letter. Further down are sections for "Test Room Bookings to Review" (showing 1 booking for Geo 301) and "News Feed" (no announcements).

3

To view a list of all students with accommodations in your course, click "Courses"

This screenshot is identical to the previous one, but with the "Courses" link in the left sidebar highlighted with an orange circle. The "Review" button in the main content area is no longer circled.

4 Select a course

Accommodation Letters

Courses

Exams

My Account

Semester

Apply Search Clear More Filters

2 results

Sort By: Title Showing 20

Geology Foundations: Gems and Crystals

Geo 301

Date: May 01, 2026 - August 31, 2026

Time: 9:00 am - 10:00 am

Level Up: Disc Golf

Golf 301

Date: May 01, 2026 - August 31, 2026

Time: 9:00 am - 10:15 am

5 Click "Enrolled Students"

CAL POLY

Home

Accommodation Letters

Courses

Exams

My Account

Geology Foundations: Gems and Crystals (Geo 301)

Course Details Enrolled Students Alternative Test Room Bookin

Cancel

Course

Title

Geology Foundations: Gems and Crystals

Instructors

Charles Haberman (cdh@example.edu)

Code

Geo 301

Days

Monday, Wednesday, Friday

Course Info

Modified: June 05, 2026, 10:29 am

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This will show a list of all students in your course and if they have accommodations. Click "Details"

The screenshot shows the Cal Poly course management interface. On the left is a sidebar with navigation links: Home, Accommodation Letters, Courses, Exams, and My Account. The main content area displays a list of students with their names and test IDs. Each student entry includes a checkbox, their name, test ID, and a list of accommodations. The 'Details' button for the first student, Adams, Allison (Test1249), is circled in orange.

Student Name	Test ID	Accommodations	Details Button
Adams, Allison	Test1249	Alt Test- Envi & ETT / Ext Time 1.25 Classroom / Peer Notetaker	Details (circled)
Allen, Gregory	Test2235	No Course Accommodations	Details
Barragan, Cora	Test1237	Alt Test- Envi & ETT / Adjustable / Accessible table Alt Test- Envi & ETT / Ext Time 1.25	Details
Blanca, Loise	Test1245	No Course Accommodations	Details
Brookes, Luna	Test2245		Details

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This will show specific accommodation information for each student.

The screenshot shows the 'Accommodations Details' modal for Adams, Allison (Test1249). The modal is titled 'Accommodations Details' and has a close button (X) circled in orange. The modal content is divided into sections: 'Ext Time 1.25' and 'Peer Notetaker'. The 'Ext Time 1.25' section includes the text 'Alt Test- Envi & ETT / Ext Time 1.25' and '25% more time than allowed for the class for all exams and quizzes.' The 'Peer Notetaker' section includes the text 'Classroom / Peer Notetaker' and 'The student will let the DRC know if they need to pursue a volunteer peer notetaker for your class. DRC notetaking staff will notify you if your assistance is needed (request you make an announcement to the class).'

Accommodations Details

Adams, Allison (Test1249)

Ext Time 1.25
Alt Test- Envi & ETT / Ext Time 1.25
25% more time than allowed for the class for all exams and quizzes.

Peer Notetaker
Classroom / Peer Notetaker
The student will let the DRC know if they need to pursue a volunteer peer notetaker for your class. DRC notetaking staff will notify you if your assistance is needed (request you make an announcement to the class).

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If you have any questions, reach out to drc@calpoly.edu.