



2277 Napa-Vallejo Hwy., Napa, CA 94558 | 707-256-7345 | Room 1766

Request for Testing Accommodations for Standardized & High-Stakes Exams

IMPORTANT: DSPS requires **at least two (2) weeks** to fulfill your request. Please fill out the information below and **attach the testing agency's written requirements**.

Date: _____ NVC ID: _____

Name: _____ Phone: _____

Email: _____

Standardized Exam/High-stakes Test (e.g. GRE): _____

Requested Accommodations (e.g. extended time, scribe): _____

Date Documentation is needed by Agency (if applicable): _____

Release Statement:

I, the undersigned, authorize Napa Valley College's Disability Support Programs & Services (DSPS) to release my personal records regarding my services and accommodations to appropriate personnel, agencies, or institutions listed below. I understand that release of information is contingent upon compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974 or other pertinent laws, regulations, or policies.

Signature: _____

Date: _____

If you are requesting your disability information to be released directly to a testing agency, please fill out the testing agency's information below.

Please note: We cannot release third-party information, i.e., documentation of disability not completed at Napa Valley College.

I authorize DSPS to release my information to the following agency:

Agency Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Preferred method of notification:

Student pick up

Email to student

Mail to agency

Email to agency