

ESA Accommodation Request

- 1. Click the following website link or copy and paste this link into your web browser: https://shibboleth-emich-accommodate.symplicity.com/sso/
- 2. Using your EMU login, please log-in to Accommodate via Single Sign On (i.e. DUO). If you have difficulty logging in, please stop and email <u>DRC@emich.edu</u>
- 3. Once logged in, select Resource Library. Once you have completed all ESA-related documents, including signing the ESA policy, please log into Accommodate
- 4. Select Accommodation, then Documents. Click on the green button that says Add New Accessibility Document.
- 5. Email DRC@emich.edu to let us know you have uploaded ESA documentation, and a case manager will contact you.