

# Directions to request accommodations in GB ACCESS

## (Returning Students)

- Go to our or [website](#) or search for Student Accessibility Services from the main UWGB webpage
- Click on the **Current Student Login** button and login

### UW-Green Bay Community

The Student Accessibility Services staff continue to be here for you. Our office is in the Student Services Building room 1700. Please contact us at [sas@uwgb.edu](mailto:sas@uwgb.edu) or leave us a message at 920-465-2841 with any questions or concerns. We are here to help our students! GO PHOENIX!

### What is Student Accessibility Services?

Student Accessibility Services (formally known as Disability Services) collaborates with students, instructors and staff to ensure equal educational and programmatic access for eligible students with documented disabilities. We provide students the opportunity to reach their full potential by creating academic accommodations and support services along with promoting independence and self-advocacy. Additionally, we serve as a campus and community resource on post-secondary disability issues.

### Office Information

**Office Hours:** Monday-Friday  
8:00AM-4:30PM

**Email:** [SAS@UWGB.EDU](mailto:SAS@UWGB.EDU)

**Phone Number:** [920-465-2841](tel:920-465-2841)

**Fax Number:** 920-465-2191

**Address:**

UW-Green Bay  
2420 Nicolet Drive, SS 1700  
Green Bay, WI 54311

**Current Student Login**

**Instructor Login**

- Sign in using your UWGB credentials (with the @uwgb.edu)
- Click on **My Accommodations** on top right corner of screen

**My Profile**

**My Mailbox (Sent E-Mails)**

**My Accommodations**

**Sign Out**

- Follow the steps listed.
  - Step 1: check off the boxes of the courses you need accommodations.
  - Step 2: click the continue to customize your accommodations button
  - Step 3: select your accommodations from the list provided
  - Step 4: Submit your request
- Once you submit your request, and the office approves the accommodation, you will receive a copy of the Faculty Notification Letter (the new accommodation form) in your UWGB email and the instructor of the course.