



UCF Students Connected to SAS

How to request interpreters or captionists for final exams, meetings or events

Step 1:

Go to the **Student Accessibility Services (SAS) Website** (see Figure 1 below) with the following link: <https://sas.sdes.ucf.edu/> and log in to Knights Access.

Student Accessibility Services

Student Accessibility Services (SAS) views disabilities as an integral part of the rich diversity at the University of Central Florida. To that end, we work collaboratively with students, faculty, and staff to create an inclusive educational environment for students.

SAS acknowledges that classroom and campus accessibility needs and considerations are expanding as more classes and campus experiences incorporate online and technological components. We are happy to discuss any course or campus barriers that may be preventing access to education and an equitable campus experience for students.

Please use the links in the navigation bar above to learn more about the SAS resources and



Figure 1: SAS Home Page

Step 2:

Log in to **Knight's Access Portal** using your NID & Password

Step 3:

In the left column under "My Accommodations" (See Figure 2 below) click on "**Deaf and Hard of Hearing.**"

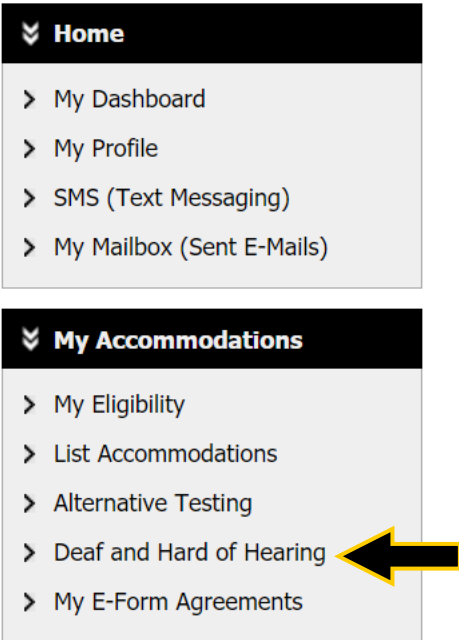


Figure 2: My Accommodations section in Knight's Access Portal

Step 4:

At the top right corner, click on "Custom Requests" (see Figure 3 below).

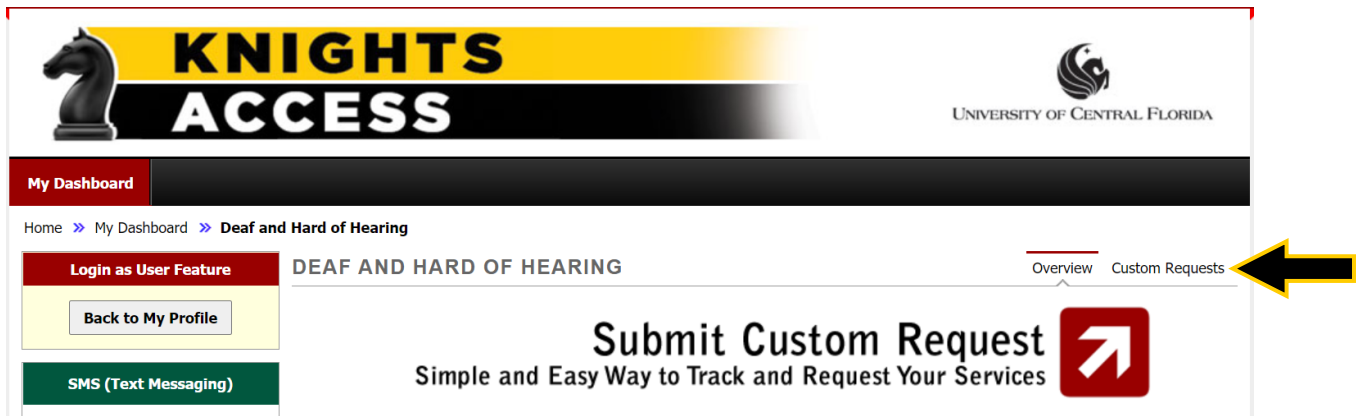


Figure 3: Submit Custom Requests screen

Step 5:

Select the green “Custom Requests” button (see Figure 4 below) and enter the request information.

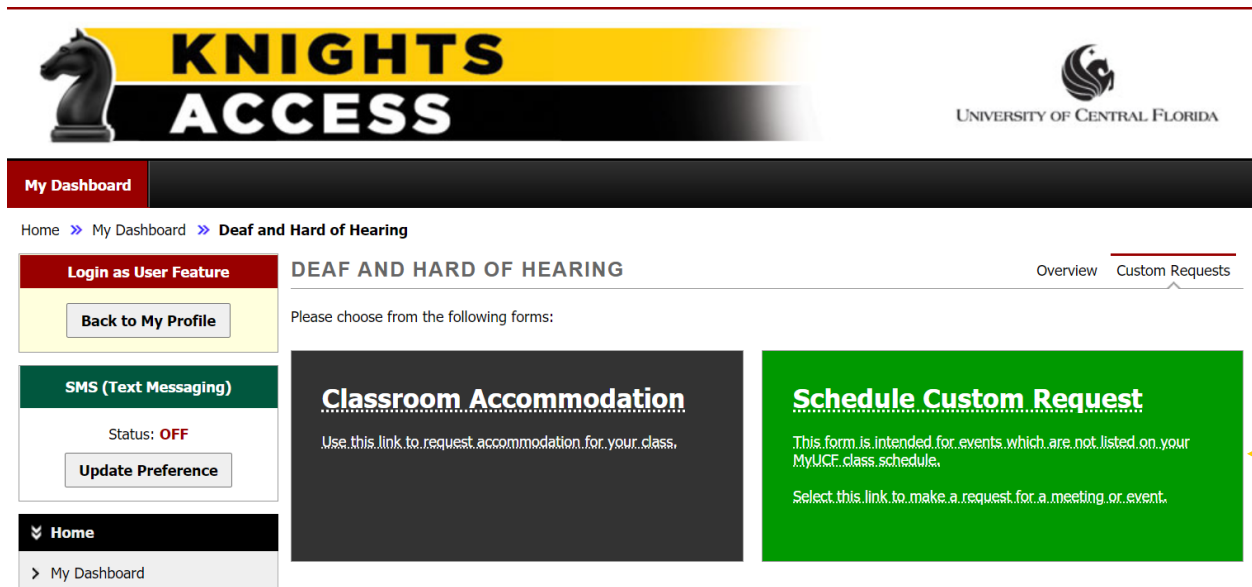


Figure 4: Custom Request portal

Step 6:

To ensure the request went through, check the “Upcoming Custom Requests” in the Overview section. (See Figures 5 and 6 below)

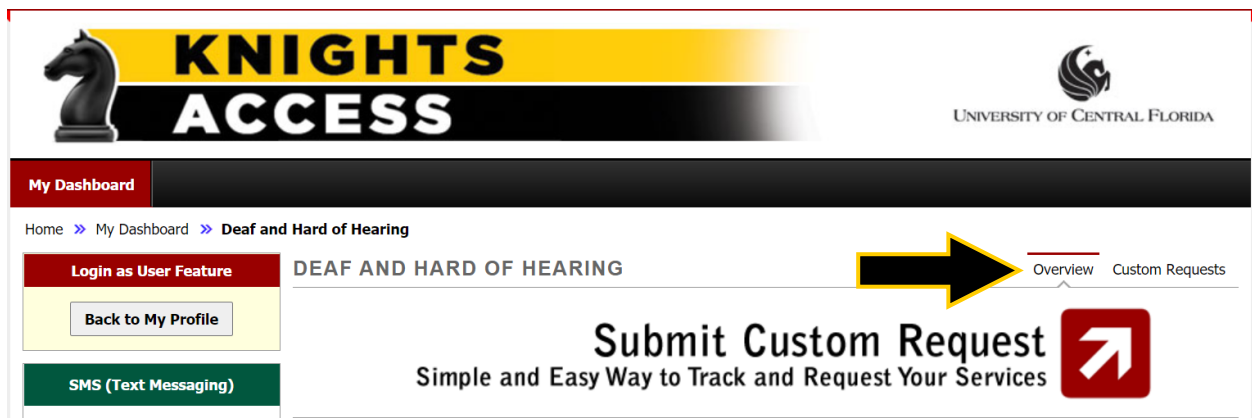


Figure 5: Custom Request Overview page

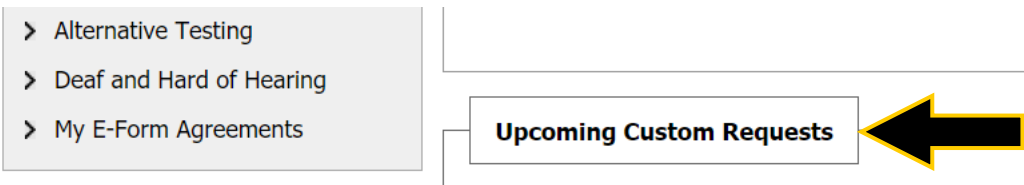


Figure 6: Upcoming Custom Requests section