# How to Submit a Supplemental Request

Turning on Accessibility Mode for Screen Readers Users

1. Log into [**Accommodate**](https://cascadia-accommodate.symplicity.com/) using your Cascadia student email and password.
2. Tab to “User Menu button”. Press Enter.
3. Tab to “Accessibility Mode” option, press Enter.
4. Press Enter on “OK” button.

## How to Submit a Supplemental Request

1. Log into [**Accommodate**](https://cascadia-accommodate.symplicity.com/)using your Cascadia email and password
2. Select the **Accommodation** option on the left side panel



1. Select the **Supplemental** option for the drop-down menu



1. Select the **Add New** button



1. Complete all the questions and upload supporting documentation, such as new documents from a doctor or other professionals.



1. Select the **Submit** button

Once you submit a Supplemental Request, an SAS staff member will contact you regarding scheduling an appointment to discuss your request.