

LAW SCHOOL ADMISSION COUNCIL

TESTING ACCOMMODATIONS FOR **CANDIDATES WITH DISABILITIES**



The Law School Admission Council (LSAC) welcomes your inquiries about the LSAT® accommodation request process. We encourage candidates with documented disabilities to apply for accommodations.



REMARKS FROM LSAC'S PRESIDENT

LSAC has made a significant commitment to offering highly professional evaluations of accommodation requests and conducts ongoing disability and accommodation training for all of our Candidate Services representatives. We hope to be able to guide you through the accommodation request process and answer your questions. LSAC professional staff evaluates your request, working diligently and objectively to review documentation. We strive to make appropriate, timely, and carefully considered accommodation decisions on a case-by-case basis.

Many of you have probably requested testing accommodations before and understand why your request needs to be timely and thorough. LSAC strongly encourages you to submit all of your documentation as early as possible to ensure the maximum amount of time for consideration. We also offer feedback about the status of your request throughout the accommodation review process and urge you to check your status via your LSAC.org account under Account Status.

You will need to seek the assistance of health-care providers, educational testing experts, family members, prelaw advisors, and others as you prepare your request for accommodations. Feel free to contact LSAC for help (215.968.1001). After reviewing the information in this booklet, visit the LSAC website, LSAC.org, to access and download the Accommodations Request Packet.



Daniel O. Bernstine
President
LSAC

WHAT IS AN **ACCOMMODATION**?

An accommodation is any modification from the standard test conditions. For more information about the standard test conditions, please refer to the Day of the Test section in the LSAT area of LSAC.org.



THE LSAT

The LSAT is the standardized test administered to individuals who want to apply to law school. It is designed to measure skills that are considered essential for success in law school: the reading and comprehension of complex texts with accuracy and insight, the organization and management of information and the ability to draw reasonable inferences from it, the ability to think critically, and the analysis and evaluation of the reasoning and arguments of others.

The LSAT consists of five 35-minute multiple-choice sections (only four of which are scored) and one 35-minute writing sample of no more than two pages, which is not scored. Test takers receive a 10–15 minute break after the third multiple-choice section (after 105 minutes of testing). Answers are recorded by filling in small ovals on a Scantron answer sheet with a #2 or HB pencil. A highlighter is permitted for the reading passages.

GETTING STARTED

- Visit the LSAC website—LSAC.org.
- Register for the LSAT. You must be registered for the LSAT before your accommodations request can be processed.
- Carefully read the information regarding accommodations, which can be accessed by going to Accommodated Testing in the LSAT menu. You must print out all of the forms in the Accommodations Request Packet. You can fill out the Candidate Form online and then print it out.
- Familiarize yourself with documentation requirements and receipt deadlines. While submission by the deadline is all that is required, if you begin early you will have more time to gather and submit the required documentation and related items.
- Contact your evaluator; provide him or her with the Evaluator Form and appropriate guidelines and report forms.
- Collect past reports, educational records, and standardized test score reports. Please note that this can take time, so it may be helpful to do this well in advance of the deadline.
- Contact the College Board, ETS, ACT, and so on for all standardized test score reports such as the SAT, ACT, and GRE, and include proof of testing accommodations, if any.
- Submit the completed packet of documentation as soon as possible so that there will be enough time for it to be evaluated.
- Check the current status of your request and Accommodated Testing letters frequently by going to Account Status in your LSAC.org account.

If you need assistance, please feel free to call LSAC Candidate Services at 215.968.1001.

CANDIDATE ACCOUNT STATUS

The status of your request for accommodations can be tracked if you have an LSAC.org account. The status is in real time and provides the most up-to-date information. An e-mail notification will be sent to you when there is an update in your LSAC.org account. Click on the date to link to your letter. Only candidates who do not have an LSAC.org account will receive their letter by postal mail. Please note that you may see one or more of the Account Status classifications when your request for accommodations is being processed. Explanations of the classifications follow.

File Under Review

- This classification is used every time LSAC receives information regarding your request for accommodations. This includes initial and supplementary information. File under review indicates that no decision has been made regarding your request for accommodations. Barring unforeseen circumstances, LSAC will respond to your request within 14 business days.

Approved for Testing Accommodations

- You have been granted some or all of the accommodations you requested. When the accommodations for your LSAT are confirmed with the test center supervisor, the Confirmation Letter will be available.

Incomplete

- Additional documentation is needed and all of the requested materials must be received by the appropriate deadline. Because the review of complex materials takes time, all deadlines must be met.

Denied

- The documentation submitted did not substantiate the need for accommodations. The current impact of your condition does not substantially limit a major life activity that affects your ability to take the LSAT under standard conditions.

Not Registered for the LSAT

- You must be registered for the LSAT in order for LSAC to process your request for accommodations.

Accommodated Request Received Too Late

- Documentation was received after the deadline associated with your registration; therefore, no action can be taken. This applies to initial requests, supplementary information, and requests for reconsideration.

WHAT HAPPENS TO MY DOCUMENTATION WHEN IT IS RECEIVED BY LSAC?

- All documentation is logged in and a file is established for you.
- If you are not registered for the LSAT, LSAC's Accommodated Testing staff cannot review your file until you notify us in writing that you are registered by the deadline associated with your registration.
- If any information is missing from your documentation, a letter will be generated to notify you of the additional information that is needed.
- Complete files are reviewed to evaluate the accommodations you are requesting, the documentation provided, and the appropriateness of accommodations, if any.
- After your file is reviewed, you will receive an e-mail notification about the status of your request.
- You may request reconsideration of LSAC's decision by submitting substantive new information provided by your evaluator by the appropriate deadline date.
- When accommodations have been granted, LSAC contacts the test center in order to make the arrangements. When the accommodation arrangements are confirmed, the Confirmation Letter will be generated. Please note that when your approved accommodations do not permit testing in the standard room, the administration of the test may be on an alternate date and may not be at the center where you are registered.

EVALUATOR TIPS

- The Law School Admission Council is committed to maintaining the confidentiality of your file. Disability-related documentation is released to law schools only if you sign and date the Authorization to Release Information form.
- Familiarize yourself with LSAC's documentation requirements. More specific information regarding accommodations can be accessed at [LSAC.org/JD/LSAT/accommodated-testing.asp](https://lsac.org/JD/LSAT/accommodated-testing.asp).
- Document the current impact of your client's condition on a major life activity as it affects his or her ability to take the LSAT under standard conditions.
- Recommend specific modifications to address the functional impact of your client's condition. Provide thorough and accurate documentation of your diagnosis and include a rationale for all requested accommodations. Recommendations need to be tied to specific test results and your clinical observations.
- Be specific in your request; for example, if additional test time is requested, an exact amount of additional time must be specified.
- Describe your academic credentials and qualifications that allow you to diagnose and make recommendations on behalf of the test taker. All forms must be signed, dated, and license numbers, if applicable, provided.

For information, go to LSAC.org

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