

How to - SAS Forms

Access the Student Accessibility Services (SAS) Clockwork Webpage

The first step is to open the SAS Clockwork website from an internet browser.

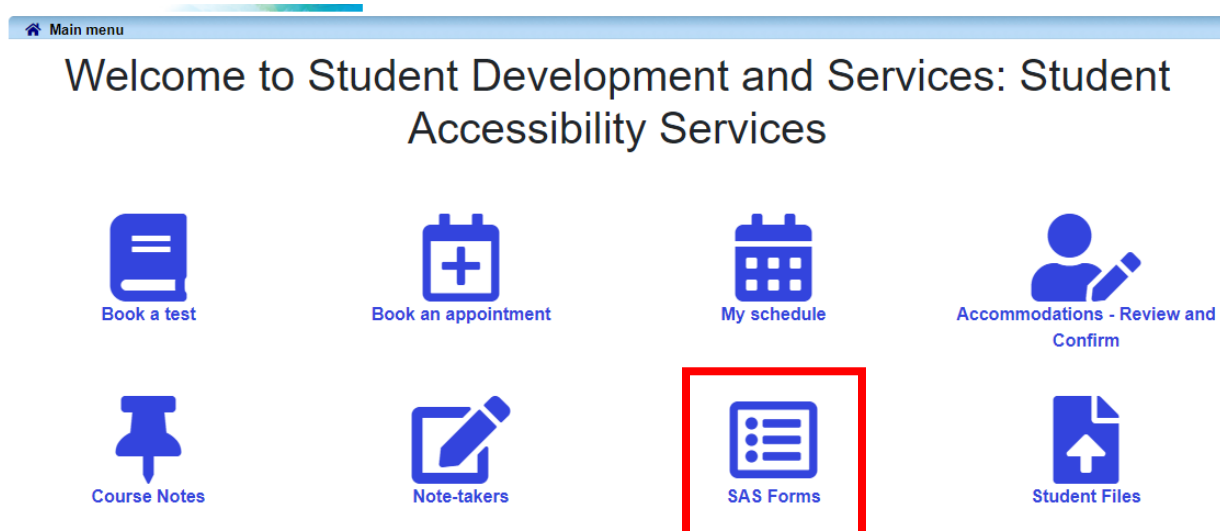
Clockwork Webpage: <https://dsobooking.nipissingu.ca/custom/misc/home.aspx>.

You will be required to login using your Nipissing University e-mail and password.

SAS Forms Module

Select the “**SAS Forms**” button on the main menu in the portal.

Within this module, you will be able to request and review notes for each of your courses.



On the SAS forms page, there are 3 available forms.

Laptop Loan Agreement

Description: This only needs to be completed if you have arranged a laptop rental plan with the Adaptive Technology Technician.

Notetaking Agreement

Description: Acknowledge your responsibility if notetaking is part of your accommodations.

Testing Agreement

Description: Acknowledge your responsibilities to access accommodated testing through our testing center.

The testing Agreement allows you access to the Test Booking portal you will not be able to access the portal to book your tests until you have completed this form.

Forms		Refresh
Student Accessibility Services requires all students to complete the Notetaking and Testing Agreements below:		
Laptop Loan Agreement Description This only needs to be completed if you have arranged a laptop rental plan with the Adaptive Technology Technician.	Your previous submissions: Submitted Thursday, August 17th 2023	Fill in this form
Notetaking Agreement Description Acknowledge your responsibility if notetaking is part of your accommodations.	Your previous submissions: You have not filled in this form before.	Fill in this form
Testing Agreement Description Acknowledge your responsibilities to access accommodated testing through our testing center.	Your previous submissions: Submitted Wednesday, August 16th 2023	Fill in this form

You can select “Fill in this form” for any form that you need to complete.

Signing and Submitting the Form

By checking the box, indicating a date in the date field, and choosing the submit button on the bottom of the form page you are signing and acknowledging your responsibility.

I have read and agree to the terms outlined above.

Today's Date

Protection of Privacy

The personal information on this form is collected under the authority of the Nipissing University Act, 1992. It is related directly to and needed by the University to provide services to students in the course of their studies while at Nipissing University. If you have any questions or concerns about the collection, use and disclosure of this information please contact Student Accessibility Services at Nipissing University. 100 College Drive, North Bay ON, P1B 8L7, (705)474-3450, ext. 4362.

[Submit](#) [Cancel](#)

Once you have completed the form your submission date is recorded on the main SAS form page.