SAAS for CSUN Faculty

Students registered with the Disability Resources and Educational Services (DRES) office use the Student Access and Accommodation System (SAAS) to request and manage their approved accommodations and alternative testing exam schedule online. Faculty use SAAS to verify approved accommodations, provide exam proctoring instructions, and approve alternative testing exam schedules for DRES students enrolled in their course(s).

Logging in to SAAS

Course instructors will receive an email if a student enrolled in his/her course has approved testing accommodations.

- After receiving the automated email, go to www.csun.edu/saas
- Log in using your CSUN username and password.

Communication

Students are encouraged to initiate a conversation with their course instructor(s) to determine how the students approved accommodations will be used in class and during exams.

This conversation should take place in a private and confidential manner.

Testing Options

Generally, testing accommodations will be managed in one of the following ways:

- The student schedules exams in SAAS and take exams with DRES. The DRES office will provide the student’s approved testing accommodations on behalf of the course instructor.

- You, the course instructor, agree to provide your student with his/her approved testing accommodations in class, online, or an alternate location such as your office.

- The student informs you that they will take exams in class without his/her approved testing accommodations and will not schedule exams with DRES.

SAAS Support

Disability Resources and Educational Services is available if you need additional information or assistance with SAAS:

- Call: 818-677-2684
- Email: Alternative.Testing@csun.edu
- Stop by DRES in Bayramian Hall, Room 110
- View instructional videos & guides online at: http://www.csun.edu/dres/saas-information