

Applying for Accessible Education Services

If you are an incoming or newly disclosing student, please follow these steps to request accommodations.

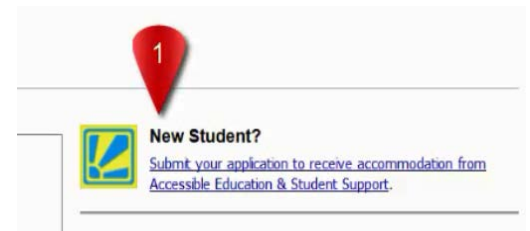
You can access the AIM Portal via one of the following URLs:

- Office of Accessible Education and Student Support Site
 - o <http://www.bates.edu/accessible-education/aim-portal-for-accessible-education-services/>
- AIM URL
 - o <http://aim.bates.edu>.

Students who have not registered for accessible services:

1. Under "New Student?" click on the link to start the registration process.

- If you have previously registered with the Office of Accessible Education and Student Support, contact them before completing this application.



2. Select the term you are registering for.

- This will typically be the current semester.



3. Type your First Name.



4. Type your Last Name.



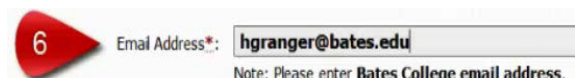
5. You are required to type in your Bates Student ID number.

- This can be found on the front of your Student ID Card.
- It consists of 9 digits.



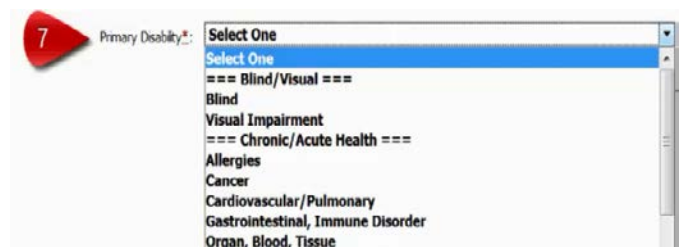
6. You are required to type in your Bates College email address.

- Only a Bates College Email address can be used.
- The Email address must end with "@bates.edu"



7. Select your Primary Disability from the dropdown box.

- You can select several Secondary disabilities as well, if applicable.



8. Type any other disability not listed above.

- a. You can type in the disability or add a note regarding your disability(s).

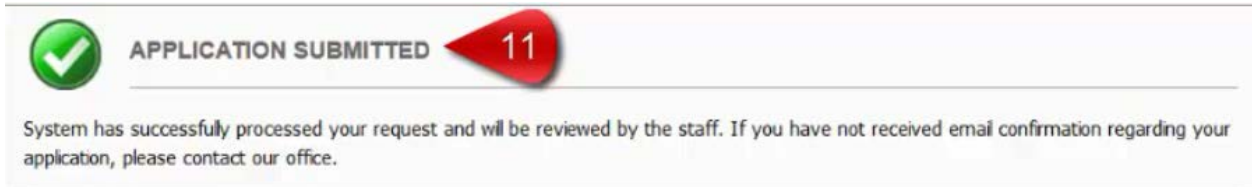


9. Type in the text or numbers exactly as pictured in the box above.



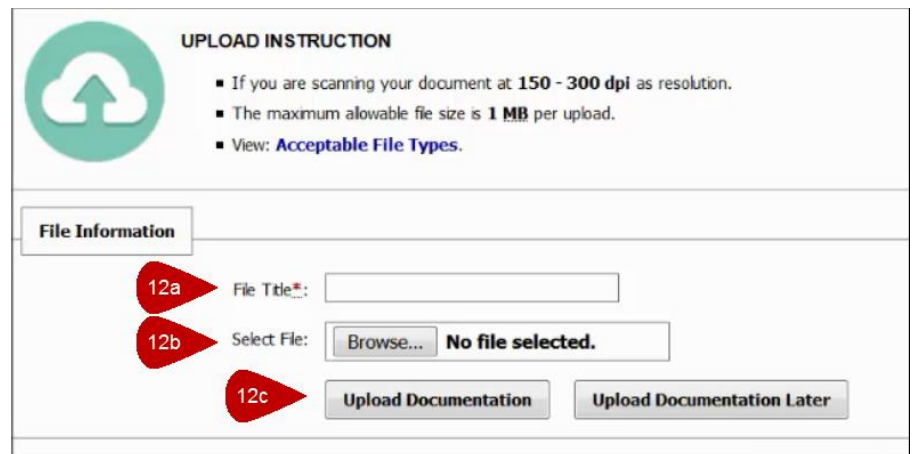
10. Finally, click "Submit Application".

11. The checkmark indicates that your application was submitted correctly.



12. You have the option to upload any documentation that supports your request for services.

- a. Fill out the "File Title" for your document (filename).
- b. Click "Select File" to browse to where your document is stored on your computer.
- c. Finally, click "Upload Documentation" to attach it to your Application.



** If you have any trouble with completing the application or uploading your documentation please contact:

Office of Accessible Education and Student Support

accessibility@bates.edu

207-786-6222

Ladd Library G35