

How to Request Your Letter of Accommodation (LOA) for Students Already Registered with the Office of Disability Services

Follow these steps:

- Email ODS@PCCC.EDU
- From your student portal
- Include your name, student ID, and the term you are requesting a letter for

How do you know if you are already registered with the Office of Disability Services:

- You have completed an Intake Form **and**
- You have submitted your documentation **and**
- You have met with a staff member from the Office of Disabilities

If you are unsure if you are registered or need to set up an appointment to register, please email ODS@PCCC.EDU.

LOAs will no longer be emailed without a request.

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