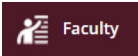


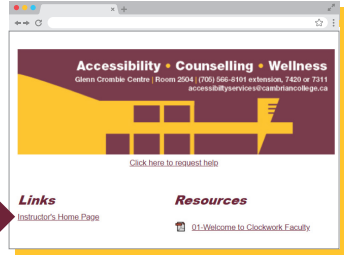
## Q How do I see my student's accommodation letter?

A You can view and acknowledge receipt of an accommodation letter on the ClockWork online student services system.

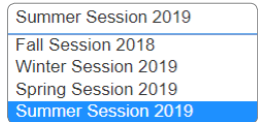
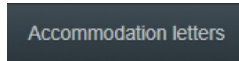
1 Log in to myCambrian and select **'Faculty'** from the menu.



Scroll down to the **Glenn Crombie Centre portlet** and select the **'Instructor's Home Page'** link.



2 Select **'Accommodation Letters'** and click on the term that you wish see.



3 Click **'View letter'** to view the accommodation letter for the listed students.

Course	Student	Date letter available	Your confirmation	Letter
AST 1100 section 10375 FON (201901)	TestStudent_LUM53-upgrade_A00001001			<a href="#">View letter</a>
AST 1100 section 10375 (201901)	Student_CW_A0000000X		Feb 27, 2019	<a href="#">View letter</a>
Test Course section 01 (Winter)	Student_CW_A0000000X			<a href="#">View letter</a>

4 Click **'Review PDF Letter'** to view or save a copy of the student's accommodation letter. **Check the acknowledgement and select 'Submit'** to indicate that you have received and reviewed the accommodation letter.

**Step 1: Review the accommodations letter**

*When you click on the button below, a copy of the student's accommodation letter will be provided for viewing and/or saving. Please review this letter and then proceed to step 2 below.*

[Review PDF Letter](#)

**Step 2: Confirm receipt of the accommodations letter**

*Please indicate below that you have received and reviewed this letter. If you have any questions or concerns please contact us.*

I acknowledge that I have received and reviewed this Accommodation Letter

[Submit](#)