

* TOPICS *

- * DASS ONLINE SCHEDULER
- * PLANNING FLAA FINALS
- * REDEFINE MENTAL ILLNESS
- * STUDY ABROAD LETTER

Planning Fall Finals

Now is the time to talk to your professor about finals. We encourage you to take your final with your professor, but if that is not feasible, you may be able to take your a final at DASS.

11/1–11/26 is the 4 week window to schedule your final at DASS, using the Online Scheduler. This will be your only opportunity to schedule.

Here are a few reminders for scheduling finals at DASS:

- Your final should be scheduled closest to the time of your class final. Check the registrar's schedule here:
- <https://www.smu.edu/EnrollmentServices/Registrar/Enrollment/FinalExamSchedule>
- Otherwise, DASS must get an email from your professor approving you to test at a different time from your class if you have a conflict. Please forward the entire email chain to DASS, giving permission.
- There are limited seats available for each testing time. The earlier you schedule your final the better chance you have getting the time slot you need.
- Don't wait until 11/26.** We will likely be full by then!

DASS Online Scheduler

To successfully schedule your test at DASS, there are a few steps that must be completed properly.

1-On the screen that requests the Course name and #

Only enter the Course Name and number **once** in the box *If the number of characters exceeds 25*

Your test reservation will not be confirmed and will not show up on the test scheduler.

Correct: PSYC 1300 Incorrect: psyc 1300-001, psy 1300

2-The box for the instructors name - your instructors name must be entered for the test reservation to be complete- **DO NOT LEAVE BLANK !**

Correct: Hornstein, Susan

Incorrect: Susan Hornstein, Dr. Hornstein, Prof Hornstein



Don't wait to the last minute to schedule your test ! Seats are getting filled and certain times are becoming unavailable. DASS is not able to add students in after the deadline due to the high volume.

Redefining Mental Illness meeting on campus

Redefining Mental illness is a student-led organization which seeks to create a space where students may engage in peer-led dialogue, educate the student population with information related to mental health, reduce the stigma associated with mental illness, and build a community.

The meeting will be held October 24th at 4pm in Clements 109 (the Embrey Human Rights office).



GOING ABROAD ?

If you will need an **accommodation letter from DASS**, be sure to request it before you leave; it's easier to do so while you're on this side of the pond! Indicate on your request you will be abroad for the semester.

Share your letter with the study abroad

office to confirm your next step. Fill out the request form at <https://www.smu.edu/Provost/ALEC/DASS/DisabilityAccommodations/Forms>



Please notify the DASS office when you return to the main campus.

BON VOYAGE !