



## **Guidelines for Using Calculators**

The Office of Student Accommodations (OSA) and the Mathematics Department have determined the circumstances that would allow for the use of a calculator as an appropriate and reasonable accommodation.

### **Guidelines**

1. The Office of Student Accommodation's approval of the use of a calculator as an accommodation is based on the student's disability documentation.
2. The Office of Student Accommodations will consider requests for use of a calculator on a case-by-case basis. Due to the specific nature of some disabilities, a calculator may be the only way that a student can have equal access.
3. OSA will not approve of the use of a calculator as an appropriate accommodation when:
  - a. The provision of a calculator undermines academic standards, or fundamentally alters the nature of an assignment or test.
  - b. The test is designed to measure skills that the calculator would eliminate. For example, if the skill being tested is to calculate percentages or square roots, then a calculator would be an inappropriate accommodation. A fact sheet or some other strategy may be an appropriate alternative. However, a fact sheet is not an appropriate accommodation when the provision of a fact sheet fundamentally alters the nature of an exam.
  - c. The ability to add, subtract, multiply, or divide is considered an essential part of what an exam is designed to test. Therefore, students will not be allowed to utilize calculators within the subject areas of whole numbers, integers, fractions, or decimals.

### **Other Considerations:**

- a. It is entirely possible for the use of a calculator to be permitted for some exams and not permitted for others.
- b. If other students in the class are not allowed to use a calculator/fact sheet during an exam/quiz, the instructor will request that the student complete the exam/quiz through the Office of Student Accommodations.
- c. Calculator usage as an accommodation on exams is limited to a scientific calculator and no graphing capability for MTH 02 (Arithmetic) and MTH 03 (Algebra I). The instructor on a case-by-case basis can make exceptions.
- d. Students should discuss with their instructors what type of calculator is appropriate for more advanced classes.