Steps for entering Accommodations into I.C.

1. Log into I.C.
2. Click the "search" tab
3. Put the student's name in and click "Go"
4. Click on the "Accommodations" tab across the top
5. Click on the "New Status" icon
6. Fill in the red required areas (Status date, Date Accommodation Began, Instructional & Assessment Accomm., Provided By, and Entered By) along with CSAP/TCAP Accommodations if appropriate.
7. Click the "Save" icon