**Tips for Instructing Students who are Deaf or Hard of Hearing**

The student who delivered this Letter of Notification regarding his or her request for accommodations is a student who is deaf or hard of hearing. Although the letter lists some specific accommodations, below is a list of suggestions to further increase the student’s access to your course:

* Assure audio/visual material is closed-captioned and that you are able to display the closed-captions on the equipment located in your room. For assistance, you may contact OIT at 740-593-1222.
* Assist the student in obtaining a seat which best meets their individual needs.
* Do not speak when your back is to the class or when objects are in front of your lips (such as a cup of water) so that a student may read lips or utilize facial expression to increase understanding.
* Speak directly to the student if the student works with a sign language interpreter or captioner.
* Repeat questions or comments from other students.
* Refrain from passing out papers or other materials while speaking.
* Avoid standing in front of sources of light, such as windows, that may make it more difficult to see your face. Also, avoid making the classroom completely dark if the student uses a sign language interpreter so the student doesn’t lose the ability to see the interpreter.
* Minimize moving around the classroom or moving too quickly in the pace of the lecture.
* Provide written lecture outlines, instructions, etc. prior to class whenever possible.

Should you have questions or require assistance with the captioning of audio/visual materials, please do not hesitate to contact the student’s Accessibility Coordinator as listed in the Letter of Notification.