Access the Student Accessibility Services (SAS) Clockwork Webpage
The first step is to open the SAS Clockwork website from an internet browser.


You will be required to login using your Nipissing University e-mail and password.

**SAS Forms Module**
Select the “SAS Forms” button on the main menu in the portal.

Within this module, you will be able to request and review notes for each of your courses.

On the SAS forms page, there are 3 available forms.

**Laptop Loan Agreement**
*Description:* This only needs to be completed if you have arranged a laptop rental plan with the Adaptive Technology Technician.

**Notetaking Agreement**
*Description:* Acknowledge your responsibility if notetaking is part of your accommodations.

**Testing Agreement**
*Description:* Acknowledge your responsibilities to access accommodated testing through our testing center.
The testing Agreement allows you access to the Test Booking portal you will not be able to access the portal to book your tests until you have completed this form.

You can select “Fill in this form” for any form that you need to complete.

**Signing and Submitting the Form**

By checking the box, indicating a date in the date field, and choosing the submit button on the bottom of the form page you are signing and acknowledging your responsibility.

Once you have completed the form your submission date is recorded on the main SAS form page.