How to Schedule an Exam Using Wayne Accommodate

Step 1: Log into Wayne Accommodate
Step 2: Select “Test Scheduling”

Step 3: Click “New Booking Request”
Step 4: Select the course that you are scheduling the exam/quiz for from the drop down box and then click “Check Availability”.

Step 5: Select “Refine Results” to see available testing dates/times.
Step 6: Select the date and time that you want to take the exam from the column on the right.*

*Please note that you are required to take your exam at the same time as your class unless there is a time conflict with another class or with SDS office hours. You must get approval from your instructor if you change your exam time and send an emailing with that approval to sdsexams2010@wayne.edu.

Step 7: Confirm your course information, the exam information and your accommodations
Step 8: Wait for exam confirmation

Step 9: You will receive a confirmation email that your exam has been approved.

If at any point in this process something is not working properly or you have questions, please call the Student Disability Services Office 313.577.1851.