



California State University **Chico**  
Accessibility Resource Center

# **ARC Go!**

## How to Apply

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This tutorial gives students a step-by-step guide on how to complete the Accessibility Resource Center (ARC) application for academic accommodations.



# California State University **Chico** Accessibility Resource Center

First, visit the [ARC home page](#) and select the “Apply Here (Students)” button. Enter your Wildcat Username and Password.

[Apply Here \(Students\)](#)

[Employee ADA Request](#)

[Log in to ARC Go!](#)

[Cart Request](#)

[Sign up as a Note Taker](#)



## California State University **Chico**

### Login

Username:

Password:

[Forgot Password?](#)

[Forgot Username?](#)

**Security Notice:**

Remember to close your browser window when you are done.

**Need Help?**

For account support call  
530-898-HELP (4357)

Login



# California State University **Chico** Accessibility Resource Center

» OVERVIEW

**INTRODUCTION**

Please complete the application in its entirety. There are multiple screens to navigate through, so please make sure to complete all sections, and don't forget to click "Submit" at the end.

You do not have to upload documentation to complete the application -- you can provide documentation at a later date. However, please note that accommodations may not be approved until documentation is provided.

The information you provide will be kept private in accordance with the Family Education Rights & Privacy Act (FERPA).

**ARC APPLICATION 4.1**

Type:  
**Student Application**

*About This Template* ▾

**START NEW APPLICATION** >

Once logged in, click the **“Start New Application”** button. Please note, if there is already an application in the system for you, you will be unable to submit another one. Call the ARC office for assistance at 530-898-5959.



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The screenshot shows the 'STUDENT APPLICATION' page. At the top left is the 'CALIFORNIA STATE UNIVERSITY Chico' logo. Below it is a navigation menu with 'OPTIONS' containing 'Overview', 'Previous Applications', and 'Sign Out'. A 'SIGN OUT >' button is also present. The main content area is titled 'STUDENT APPLICATION' and includes a note: 'Note: Required fields are marked with an asterisk (\*).'. The form is divided into sections: 'INTRODUCTION' with instructions, 'APPLICATION INFORMATION' with dropdowns for 'Start Term' (set to '2026 - Spring') and 'Expected Graduation Term' (set to 'Select One'), 'PERSONAL INFORMATION' with a 'First/Preferred Name' field, and 'CONTACT INFORMATION'.

Complete all sections including Contact Information, Personal Information, Address, Disability Information, etc. When all fields have been completed, click the black **“Create Application Draft”** button.

## FORM SUBMISSION

**Important Note:** Responses are **only saved** after selecting the **“Create Application Draft”** button.

**CREATE APPLICATION DRAFT >**


**BACK TO OVERVIEW >**


If **“Back to Overview”** is selected, you will return to the **“Start Application”** page.



Complete the Questionnaire. Continue to the bottom and select the Form Submission option. If you have documentation to upload, click the “**Save and Upload Documentation**” button, then follow instructions to upload your file. If you do not have documentation to upload, click “**Proceed to Final Review.**”

OVERVIEW QUESTIONNAIRE FILES SUBMIT APPLICATION

 APPLICATION DRAFT: YOUR APPLICATION IS NOT YET SUBMITTED

 AUTO SAVE FEATURE

Last Draft Saved: Less Than 0 Minutes Ago (02:57 PM)

**Important Note**  
The system will automatically save your changes into a draft every 30 seconds.

Note: Required fields are marked with an asterisk (\*).

LIST OF QUESTIONS

FORM SUBMISSION

SAVE AND UPLOAD DOCUMENTATION >      PROCEED TO FINAL REVIEW >



To upload your file, enter the file name (title), choose the file from your device, then select the black “**Upload File**” button. Once uploaded, click the “**Proceed to Final Review**” button.

To determine what type of documentation to provide, please visit the [Disability Documentation Guidelines](#) page on the ARC website.

### UPLOAD FILE

**Note:** Required fields are marked with an asterisk (\*).

#### FILE INFORMATION

File Title\* :

Select File\* : ?  
 No file chosen


#### FORM SUBMISSION

**Important Note:** Documentation is not required to submit this application. If you do not have documentation at the moment, please select "Proceed to Final Review".



You're almost done! After proceeding to final review, if documentation was uploaded, you will see the number of files uploaded. If you did not upload files, this number will be zero.

The final step – click “**Submit Application!**” If this step is missed, the application will not be successfully submitted. It will remain in a draft status until it is completed or the system archives it due to inactivity. Don't worry! We can always reactivate it if you want to finish it later. Just give us a call at 530-898-5959.

<a href="#">OVERVIEW</a>	<a href="#">QUESTIONNAIRE</a>	<a href="#">FILES</a>	<a href="#">SUBMIT APPLICATION</a>
 <b>APPLICATION DRAFT: YOUR APPLICATION IS NOT YET SUBMITTED</b>			
<b>FILES</b>	<b>FORM SUBMISSION</b>		
<b>1</b>	<b>SUBMIT APPLICATION &gt;</b>		
Number of Files Uploaded			



You will see a green checkmark at the top of the page when your application has been successfully submitted.

After the application has been submitted, an ARC staff member will reach out to you to schedule an appointment with your assigned Accessibility Advisor.



**SUCCESS! YOUR ACTION HAS BEEN COMPLETED**

The system has successfully saved your action.



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# QUESTIONS?

Please contact the ARC office – we're here to help!

Phone: 530-898-5959

Email: [arcdept@csuchico.edu](mailto:arcdept@csuchico.edu)