

MAKING *the* TRANSITION

DISABILITIES SERVICES OFFICE

Facilitating equal access for students with disabilities

CARLOW
UNIVERSITY



DISABILITIES SERVICES AT THE UNIVERSITY LEVEL

Students with disabilities have the same responsibilities as other students to meet the university's academic, technical, and behavioral standards and to follow the university's general policies and guidelines regarding standards of conduct.

After graduation from high school, the Individuals with Disabilities Education Act or I.D.E.A. (ensures the right to a free and appropriate education) is no longer the indicator of service eligibility or the determinant of accommodations.

The Americans with Disabilities Act Amendment Act of 2008 (ADAAA) and Section 504 of the Rehabilitation Act of 1973 begin to determine services. Both are civil rights laws that provide students with the right to access programs and activities from institutions that accept federal money. These laws also prevent discrimination.

ABOUT CARLOW UNIVERSITY

- + Faculty are collaborative with students and the Disabilities Services Office about providing accommodations for students with disabilities
- + Small class sizes (usually no more than 15-20 students in a class)
- + Regular assessment of student needs, facility accessibility, and accommodative supports
- + Campus topography and older buildings can cause some challenges for mobility
- + Parking can be limited during peak class hours

OBTAINING DISABILITIES SERVICES

The IEP/Section 504 plan does not continue into college. To receive services from the Disabilities Services Office (DSO), students should:

- + identify themselves to the DSO
- + provide proof of disability (each institution sets its own documentation guidelines)
- + request accommodations each semester and be aware that:
 - accommodations are never granted retroactively
 - personal services and/or equipment are not provided
- + advocate for themselves

DISABILITIES SERVICES OFFICE

- + DSO engages in an interactive process with students to determine reasonable accommodations and support
- + Evaluates documentation
- + Determines, in an interactive process with the student, reasonable and appropriate accommodations/adjustments for access to programs, activities, and courses
- + Arranges for accommodations/adjustments to be provided
- + Facilitates conversation between parties in disputes about accommodations
- + Collaborates with the Center for Academic Achievement to facilitate academic, time management, and organizational study and learning skills supports (caa@carlow.edu)





TIPS FOR A SUCCESSFUL TRANSITION:

- Know your responsibilities and rights.
- Maintain an honest, positive, timely, and regular rapport with instructors, advisors, and the Disabilities Services Office.
- Keep a personal file of all documentation concerning your disability; include dated notes of conversations, agreements, plans, and responses.
- Request and arrange for accommodations in advance of each semester's start. For challenging courses, request tutoring assistance from the Center for Academic Achievement during the first week of classes.
- Confirm requests for, and agreements about, special arrangements with instructors in writing. Keep a duplicate copy.

Complete a confidential request form to indicate your disability and suggested accommodations at bit.ly/2MM6uS5

WHAT TYPES OF ACCOMMODATIONS ARE AVAILABLE?

Examples of accommodations that the Disabilities Services team may facilitate with the student include:

- + enlarged print
- + alternative texts
- + extended testing time
- + separate testing rooms
- + speech recognition software
- + classroom assignment for accessibility

Any accommodations that a student may receive are based on individual needs to ensure that students with disabilities have equal access to the university's courses, programs, and activities, in a manner that does not create undue burden to the university.

CONFIDENTIALITY

Documentation and information regarding disabilities is considered confidential and is only revealed with prior written student consent, unless otherwise required by law.

With student-signed written consent, parents and/or outside agencies (i.e. physician's offices, therapy practices, etc.) may be consulted.

CONTACT

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