

## Students with Disabilities

Recognizing the vocational, career and learning needs of each and every student, WCTC and the Student Accessibility office are committed to providing accommodations and support services to students with disabilities. The College is dedicated to:

- Providing services to accommodate individual differences
- Supporting students in pursuing their education and career goals
- Creating an environment that fosters participation
- Facilitating adult independence

The Student Accessibility office provides transition services, accommodations, vocational guidance and case management services for students with disabilities. Staff work closely with counselors, faculty, advisors, mentors and other College staff to assist students in addressing academic and program needs while keeping the disability information confidential (unless written permission is obtained).

### Reasonable Accommodation Process

Students who have a documented disability should set up a meeting with a disability specialist or the coordinator of Student Accessibility to review disability documentation and discuss accommodations. Please note: it may take additional time – in some cases, up to a semester – to plan for some auxiliary aids, depending on the type requested.

### Who We Serve

The Student Accessibility office staff coordinates a wide range of support services to meet the needs of students with many types of disabilities. Some examples include:

- Attention-Deficit/Hyperactivity Disorder
- Autism Spectrum Disorder
- Learning disability
- Physical disability and functional limitations due to medical condition
- Psychological Disability
- Sensory disabilities: vision, hearing

Check the WCTC webpage: [www.wctc.edu/student-accessibility](http://www.wctc.edu/student-accessibility) for links to forms to be completed before the Student Accessibility staff can serve you. If a student is uncertain which form applies, they should contact the student accessibility office directly.

### Vocational Guidance/Case Management Helps Support Vocational Choices

Guidance and case management services provide help with program selection, accommodations and ongoing support for students with disabilities. Students will learn:

- An overview of WCTC
- How to access programs and services
- How to secure reasonable accommodations
- How to obtain support services
- How to navigate WCTC's campus environment

### Transition Services Aid in Bridging Gaps

Transition services help students move from one stage of their education and training to another by:

- Providing high schools with information on college programs and disability services
- Communicating with parents, teachers, students and service providers
- Assisting students with program selection and support
- Developing a checklist for students in high school who are interested in attending WCTC and receiving assistance based on a documented disability
- Determining the differences between high school and college accommodations

### Transition Services

Transition services are available to individuals with disabilities who are current high school students or recent high school graduates to explore education and training options at WCTC. Services available include:

- Individual/group presentation and campus tour days
- Support services
- Career planning
- Liaison with community agencies/high schools
- Testing accommodations on the WCTC admissions test
- Assistance with setting up academic support
- Assistance with adaptive equipment
- Classroom accommodations
- Assistive technology devices



## WCTC Planning Ahead Checklist

**Step 1 Complete and return WCTC's application for admission.**

Program: \_\_\_\_\_

**Step 2 Collect documentation**

Gather documentation of your disability that is needed to access WCTC support services and accommodations. Information such as your current IEP, psychological evaluation, summary of performance, disability certification form or vocational evaluation may be needed.

**Step 3 Testing Accommodations**

If you are requesting testing accommodations for the WCTC placement test.

Test Date & Time: \_\_\_\_\_

**Step 4 Review placement test scores**

Make an appointment to review placement test scores, discuss support services and accommodations.

Date, Time and Accessibility staff: \_\_\_\_\_

**Step 5 Apply for financial aid**

Date & Time: \_\_\_\_\_

**Step 6 Attend mandatory New Student Orientation**

Date & Time: \_\_\_\_\_

**Step 7 Attend a Registration Planning Session with your academic advisor**

Date, Time and Academic Advisor: \_\_\_\_\_

**Step 8 Register for classes**

(Remember to talk with the Student Accessibility office regarding advice on credit load before you register.)

**Step 9 Receive your Accommodations Plan**

Meet with the Student Accessibility office **before** classes start to receive your accommodations plan.

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