

Directory of Additional Student Programs and Services

Office	Location	Phone Number
Academic Computing Center	A-106	Ç71 ID- Í61-6731Á
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Frequently Asked Questions

Q: What are the Best Tips for Student Success?

- **Self-advocate:** DSPS will assist students as necessary but it is ultimately the student's responsibility to understand and complete their program. Students must request necessary accommodations and services, as they are not automatically provided.
- **Be proactive:** Students need to notify DSPS of any changes, such as, a change of address or changes in classes. Likewise, it is vital to let a DSPS Learning Disability Specialist/Advisor and instructors know about any concerns or problems students are experiencing. Waiting until the end of the term to discuss problems is a mistake, since at that point there are often fewer options for addressing the problems.
- **Be responsible:** Students with disabilities may work with a variety of individuals who provide accommodations and services. Treat all of the service providers with respect and courtesy. It is important for our service providers, that any schedule changes or cancellations are communicated as soon as possible to them and the DSPS office. Service providers are extremely busy and have many other responsibilities so it is important to notify them, as well as, DSPS of any schedule changes as soon as possible.
- **Communicate:** Communicate needs with instructors and other campus staff. Even if students have an observable disability, others will not know what a student's specific needs are unless they are informed. Students never have to disclose the nature of their disability. Students need to concisely express their strengths and needs in a knowledgeable and confident manner.
- **Socialize with peers:** Interacting with other students is another opportunity for students with disabilities to help educate others about disabilities and the rights of individuals with disabilities. Let others know to appreciate the potential of students with disabilities. Through speeches, writing assignments, or discussions, students with disabilities have a unique chance to help the rest of the student population, as well as the instructors, become more informed.

Q: Who is eligible to receive DSPS services?

Enrolled Santa Ana College or Centennial Education Center students with verifiable disabilities.

Q: How can I get a verification of my disability?

Disability verifications can be obtained by a licensed or qualified professional. However, because each person's situation is unique, we recommend that any interested student meet with a DSPS Learning Disability Specialist/Advisor. The Learning Disability Specialist/Advisor will discuss with the student appropriate documentation during the initial meeting. Documentation requirements vary by situation. No student should delay meeting with us out of concern for not having appropriate paperwork.

Q. Can a 504 Plan or IEP be used for documentation of a disability?

Yes. Additional support services and accommodations can be provided with more specific documentations. For students with learning disabilities, they will need to bring a copy of the most recent psycho-educational assessment report from high school. For medical, psychological, and other health-related disabilities (including ADHD), disability documentation from a certified or licensed professional must be provided.

Q: How do I request and receive services?

Students are required to complete a DSPS application. Return the completed DSPS application to the DSPS office and provide documentation of a verified disability and share their course schedule of classes, and students will receive a qualification appointment with a Learning Disability Specialist/Advisor.

Q: What to expect at a qualification appointment?

During the DSPS appointment, students will discuss their disability with a Learning Disability Specialist/Advisor and:

- Complete and sign the Academic Accommodation Plan (AAP) and,
- Finalize their appointment by checking out with a DSPS Specialist.
- Depending on the students' determined accommodations, if referred, students will use walk in hours and/or schedule an appointment for interpreting services with the Senior Interpreter and/or alternate text format with an Alternate Media Specialist.

Q. Will the same services that a student received in high school be offered in college?

Maybe. High School Special Education programs are legally required to provide whatever service, accommodation, or modification that is needed for the student to be successful. Colleges are required by law to provide "equal access" to education. Access is provided through reasonable accommodations. Furthermore, college course curriculum cannot be modified to alter the fundamental nature of the course.

Q. Will the DSPS office provide services such as helping a student eat meals or pushing a wheelchair?

No. Services needed to assist a person with activities of daily living are the responsibility of the individual, not the college.

Q. Are faculty and staff in higher education required to provide accommodations to a student with a disability, even if the student does not request it?

No. The student has the responsibility to self-identify to the compliance officer or the disability service office, provide documentation of a disability, and ask for accommodation before the institution is required to provide that accommodation.

Q. Can a college refuse to grant a student's request for an accommodation if it is not specifically recommended in the student's documentation?

Yes. All accommodations granted must be related to the student's disability related limitations and based on the student's documentation of disabilities and a discussion with the DSPP Learning Disability Specialist/Advisor.

Q. Does a student with a disability have to pay for services provided by DSPP for disability-related limitations while in college?

No. It is the college's responsibility to provide reasonable accommodations at no cost to registered and eligible students with disabilities.

Q. How does a student get extra time for taking tests?

A student must meet with a Learning Disability Specialist/Advisor to determine appropriate accommodations. As with all accommodations, they will be individually determined for appropriateness in relationship to disability-related limitations and course requirements.

Q. Is tape recording allowed as an accommodation in higher education?

Yes. Section 504, Subpart E of the Rehabilitation Act (1973), states specifically that a post-secondary institution may not impose rules that prohibit the use of tape recorders in the classroom for students with disabilities except where the lecture includes sensitive content and when other students do not want their personal contribution recorded.

Q. Can instructors decide that a student with a documented disability does not need extended time on a test and choose not to give this accommodation?

No. Extended time is a reasonable accommodation for a student with a disability whose documentation specifically calls for that accommodation. The institution is required to ensure that the student is provided additional time to complete tests in order to provide an equal opportunity for that student.

Q. Can an individual faculty member who fails to provide an accommodation to a student with a documented disability be held personally liable?

Yes. A professor at the University of California, Berkeley was sued by a student with a documented learning disability who had been denied extended time on a math test. The court accepted the case, which was settled out of court for an unspecified amount.

Q. Does a student request for an accommodation have to be provided even when the accommodations would result in a fundamental alteration of the program?

No. Academic requirements that the institution can show are essential to the student's course of study do not have to be modified or accommodated. In other words, the institution would not have to change a requirement if it could demonstrate that such a change would fundamentally alter the nature of the course.

Q. Can a student receive a failing grade for a college class in which they are receiving accommodations?

Yes. Accommodations ensure “access,” not necessarily “success.”

Q. Does your college provide disability assessments?

Yes, DSPS provides assessments for Learning Disabilities but not for diagnosis or assessment for ADHD, Autism, or mental health conditions, such as, depression or anxiety. These types of assessments and/or diagnoses may be obtained by a licensed Psychiatrist, Psychologist, or other health care practitioner. Students can meet with our Learning Disabilities Specialist/Advisor for referrals.

Q. Do students with disabilities receive priority registration?

Yes. They may be eligible for priority registration if their disability-related limitations warrant it and they are in need of accommodations and/or services in the educational setting.

Q. How does a student get notetaking services?

Upon approval of this accommodation by a DSPS Learning Disability Specialist/Advisor, the student should find a classmate who is willing to share his or her notes. The student may check out paper from DSPS that will provide a carbonless copy of the notes.

Q. Is this guidebook available in alternate formats?

To request a copy of this guidebook in alternate format, please call (714) 564-6295 or email the office at DSPS@sac.edu

