SPECIAL POPULATIONS SERVICES

CONTACT

Tim Lankford - MSC, MAT
Special Populations Liaison
405.595.2213
tim.lankford@metrotech.edu

HOURS

M-Th
7:30AM - 3:15PM
F
7:30AM - 2:45PM

LOCATION

ATC
4901 S. Bryant Ave. Rm 200
OKC, OK 73129

TOPIC: ADULT STUDENTS SEEKING SERVICES

STEPS TO OBTAIN SERVICES:

Applications must be complete and you must be admitted as a student BEFORE contacting Special Populations Services. If you have NOT completed your application, Accuplacer testing, and been admitted as a student, your information needs to first go to Student Services. Contact them by calling 405.424.8324 and asking for the Testing Center or an adult enrollment counselor.

To request services, complete the form found by scanning the QR Code or going to tinyurl.com/mtcstudform

Collect your qualifying documents. Can include:

- Former IEP or 504 Plan from high school
- Department of Rehabilitation Services diagnosis paperwork
- Department of Veteran Affairs disability paperwork
- Detailed medical / mental health records showing condition

Send documents to the Special Populations Liaison

- Counselors or instructors can scan them for you

Check your email frequently for a meeting invitation and updates from the Special Populations Liaison

Attend meeting with Special Populations Liaison

- Copies of your final plan will be provided to your instructors and counselor

NEED TO KNOW:

- Short-term plans are available for short courses / programs and for individuals with temporary medical conditions
- Services and accommodations provided may differ from any previously provided, based on program and due to the nature of post-secondary education
- Official services cannot be provided at any level without proper documentation