

SERVICES FOR STUDENTS WITH DISABILITIES

Westchester Community College provides services for students with documented learning disabilities, psychiatric disabilities, physical disabilities, visual, hearing, and other health impairments. We encourage individuals with disabilities to submit appropriate documentations, access services EARLY EACH SEMESTER, and learn what support services are available to meet individual needs. Current services include but are not limited to the following:

COUNSELING

- Pre-admission counseling
- Assistance at registration
- Voter registration assistance
- Referral to other campus services and appropriate community agencies
- Referral for diagnostic assessment as necessary
- Self-advocacy training
- Referral for planning for after graduation

EQUIPMENT

- Braille printer and translator
- CCTVs
- Kurzweil
- JAWS, Zoomtext
- Dragon Naturally Speaking
- Read and Write Gold
- Inspiration
- FM system

ACADEMIC

- Orientation to Disabilities Services Office procedures
- Proctoring for testing with accommodations
- Use of Assistive Technology for testing
- Assistance in arranging for sign language interpreters, CART services, and notetakers

ADVOCACY

- Advocate for individuals with disabilities
- Support and assist faculty in understanding and meeting individual needs
- Ensure physical and programmatic access
- Provide information about specific disabilities and related laws, and Westchester Community College policy

PHYSICAL

- Arranging for classroom accommodations
- Handicapped parking available
- Ramps, elevators and electronic doors

COUNSELORS

Professor Sharon Massey

Counselor/Coordinator of Disability Services
LIBRARY, GROUND LEVEL, ROOM G47
Email: Sharon.Massey@sunywcc.edu
Phone: (914) 606-6626

Professor Theresa Revans-McMenimon

Counselor for Students on the Autism Spectrum
CLASSROOM BLDG, ROOM 4
E-mail: Theresa.Revans-Mcmenimon@sunywcc.edu
Phone: (914) 606-6336

Professor Marcia Kalkut

Counselor for Students with Disabilities
LIBRARY, GROUND LEVEL, ROOM G52
E-mail: Marcia.Kalkut2@sunywcc.edu
Phone: (914) 606-6552

Professor Renee Balotti

Counselor/Coordinator of Accommodations for Students with Disabilities
LIBRARY, GROUND LEVEL, ROOM G53
E-mail: Renee.Balotti@sunywcc.edu
Phone: (914) 606-8585

Professor Maisa Andraws

Counselor for Students with Visual and Physical Disabilities
LIBRARY, GROUND FLOOR, ROOM G52
Email: Maisa.Andraws@sunywcc.edu
Phone: (914) 606-6325

Professor Angeliki Parashis

Counselor for Deaf and Hard of Hearing
CLASSROOM BUILDING, ROOM 4
E-mail: Angeliki.Parashis@sunywcc.edu
Phone: (914) 606-6236/ (845) 654-5038 -for quicker response please use this #

STUDENT RESPONSIBILITIES

Understand your Disability

You need to know about your disability. Know the things that you do well. Know the things that are difficult for you. Know what assistance has been helpful to you in dealing with your disability.

Plan Ahead

Coming to college means rearranging your life. Financial needs, time demands, study schedules and course work vary greatly from high school. College courses require more study time outside of the classroom. Expectations of student performance are greater, and competition may be more intense. These expectations can be met with good planning. Apply for financial aid early. Consider the number of hours it will be necessary for you to work. Make arrangements for transportation and child care. Family and personal responsibilities and time commitments must also be considered. Set realistic goals and priorities for course work.

Establish Contact with Support Services

YOU are responsible for requesting support services. YOU need to contact the professionals responsible for assisting students with disabilities (see first page). By law, we cannot contact you about your needs. Make contact each semester, as early as possible, to discuss what your needs will be. Submit current documentation about your disability before school starts, or as soon as possible. Understand that services provided in college may differ from those you received in high school.

Speak to your Professors

At the start of *every semester* register with our office to obtain green "Referral to Faculty" letters stating your accommodations. Contact each of your instructors to arrange for course assistance and accommodations. Your disability must qualify you for the accommodations requested. We can help you arrange these accommodations and may have some additional ideas that can assist you in becoming a more successful student. You must make arrangements in advance (as soon as the exam is announced, not the day of the exam) for accommodations such as extra time. Remember, extra time may only help if you do the necessary preparation and attend classes regularly.

Make Contact Often

You may want to make contact regularly to talk over how you are progressing in your courses and to identify your needs in each class. Keeping in contact with these offices will help you succeed.

Be Aware of Procedures and Deadlines

Refer to the gold colored "Procedure to Request Testing Accommodations" sheet. If you must take your exam outside the classroom, *it is your responsibility to get from our office a "Blue Sheet" for testing arrangements at least four days before your exam. We may not be able to accommodate you if you do not give advanced notice.*

* * * * *

ADDITIONAL INFORMATION

TUTORIAL CENTERS are located throughout our campus. Refer to "**Don't Drop Out, Drop In**" brochure or WCC's website for locations and times. **THIS IS A FREE SERVICE!!!**

ACADEMIC SUPPORT CENTER and **WRITING TUTORIAL WORKSHOPS** are scheduled regularly. They are invaluable to new students, and returning students, too. Take advantage of these. Great information at no charge! See the Academic Support Center or the WCC website for schedules.

* * * * *

Disability Services Office

Location: Library Building, Room G-51

Phone: (914) 606-6287

Confidential Fax: (914) 606-7893

Hours: 9AM to 4PM, Monday to Friday

Email: Disability.Services@sunywcc.edu