

# College Accommodations

## A PROCESS OVERVIEW



### LOCATING YOUR SCHOOL'S DISABILITY OFFICE

Each college has their own disability services office, which will be the student's primary point of contact for setting up accommodations. Find the website for your college's office of disability services in order to determine the best way to proceed in requesting accommodations.



#### NOTE

The office may have a different title depending on the school. Look for titles that include "equity," "accommodations," or "access" as well.



### MAKING A REQUEST



Students must take the initiative to request services. Some colleges may have a standardized form for students to use. Otherwise, students should email the office to make a request for services based on their disability.



#### NOTE

Colleges do not have to provide or pay for new educational evaluations.



### PROVIDING DOCUMENTATION

As part of the initial request, students should provide some supporting documentation, such as their most recent IEP and a doctor's note supporting the student's request.



### NEGOTIATING SERVICES

The school may ask for additional documentation or suggest alternative accommodations. The student should be prepared to obtain further medical documentation if necessary and explain what accommodations will be most helpful for them.



# K-12 IEPs

# College

Schools must locate and identify students with disabilities.



Schools do not have to proactively identify students with disabilities. Students must reach out to the school to request accommodations.

Parents are deeply involved in the IEP process.



Students advocate for themselves and communicate directly with the school.

The school provides educational evaluations to determine the student's needs.



Students must provide their own documentation to support their request for services.

There is a set timeline for how often IEPs/re-evaluations must occur.



The timeline for readjusting accommodations may vary by school. It may be helpful to check in with the school before each semester.

An IEP team will craft a plan to provide the student with the necessary accommodations and services.



The student should be prepared to ask for the specific accommodations they believe they need.

Disputes are handled by filing for due process with the California Office of Administrative Hearings.



Disputes can be handled through an internal grievance process or by filing a complaint with the Civil Rights Department of California or the US Department of Education Office of Civil Rights.