

Getting Accommodations in College

Attending college is an exciting time but can also come with some challenges. If you needed academic support in high school, your parents or teachers may have initiated it. However, in college, if you need academic support, you are responsible for seeking this out yourself. The Americans with Disabilities Act (1990) states that colleges and universities are responsible for providing necessary accommodations when a student discloses a disability. While each college is different, here are the general steps you will need to take to get accommodations in college.

1

Find the college office that provides accommodations to students. This office may go by many names, such as Disability Services. If you are unsure how to find this office, reach out to the main directory or student support services to find the appropriate office.

2

Contact the person in charge of this office to register as a student with a disability and find out what type of documentation is required for your disability. This may be a note from a doctor or a report documenting your disability.

3

Meet with the person in charge of accommodations and provide him or her with current documentation of your disability. You will be asked about your accommodation needs. Discuss what accommodations have worked in the past and what you think will help you be successful in college.

4

The person in charge of accommodations will review your documentation and determine if you are eligible for services.

5

If this person determines that you are eligible for accommodations, he or she will decide what accommodations you will receive. A letter approving these accommodations will be created. This letter will not include your specific diagnosis but will simply state that you have a disability and what accommodations you are eligible to receive.

6

Depending on the college, either you or the office staff will provide this letter to your professors. If you are required to do so, submit the letter to your professors as soon as possible and plan to discuss with them how to receive your accommodations. You can give this letter to your professors at any point in the semester; however, it is recommended that you submit it at the start of the semester to make sure you start off on the right track.

7

Your professors are then responsible for providing the accommodations.

8

You should monitor how the accommodations work for you and reach out to the person in charge of accommodations if you feel like you need additional support.

