

Services for Students with Disabilities

College Accommodation:

Frederick Community College subscribes to full access to all college facilities as outlined in the Americans with Disabilities Act of 1990 and as amended and makes every effort to accommodate individuals with disabilities. The designated coordinator for the college's compliance with Section 504 of the Rehabilitation Act of 1973 and for the Americans with Disabilities Act is Kate Kramer-Jefferson, 301-846-2409

Procedure

The Services for Students with Disabilities Office (SSD) is the first stop for information and assistance to support students with disabilities. We strive to reduce the impact of a disability on a student's opportunity to learn and participate in campus life. Students who self-identify and provide appropriate documentation of a covered disability are eligible for reasonable accommodations as described in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act and amendments. We encourage students to actively participate in managing their educational success and to meet with SSD staff as early as possible to ensure adequate time to put accommodations in place.

Disability Resources:

Academic Advising

Individualized Accommodation Plans (Student Success Plans)

Early Alert Program

Assistive Technology

Tutorial Services/Writing Center (available to all enrolled students)

Wednesday Getting Connected Club for students

(FCC facilities include handicapped parking spaces (permit required), physically accessible restrooms, elevator access in buildings, and various forms of assistive technology available to eligible students upon request through the Services for Students with Disabilities Office.)

Step One: Initial SSD Meeting

If you are interested in pursuing post-secondary options or are already enrolled at FCC but in need of accommodations, you should schedule an appointment with SSD staff at your earliest convenience. At this meeting we will discuss the nature of the reported disability and its impact on learning, the process of receiving accommodations at FCC, and the types of accommodations available.

Please bring copies of current documentation of a disability to this meeting. Documentation must be provided by a medical expert within the last three years and include:

- a diagnosis of the disability;
- how the diagnosis was determined (what tests were given and the results); and
- a clinical summary which includes an assessment of how the disability will impact the individual in a college environment and what accommodations are recommended.

Step Two: Request for Initial Services

SSD will review your placement test results and other school records to help you plan for your course schedule. If eligible, a Student Success Plan (SSP), an accommodation plan, will be developed to address the specific courses for which you are planning to enroll. This plan must be renewed each semester. Staff is available during the semester to assist with ongoing accommodation needs or issues. Please contact our office with any questions or concerns. Timing is important! An accommodation plan should be presented to instructors as early in the semester as possible. This will allow for a dialog between the student and instructor.

Step Three: Ongoing Services

Each semester students must meet with SSD staff for advising and renewal of their SSP accommodations. This enables us to monitor student progress, as well as determine if accommodations are successful.