

## Frequently Asked Questions

*Do I have to inform the College that I have a disability?*

No. However, if you want the College to provide an academic accommodation, you must identify yourself as having a disability.

*When should I contact Accessibility Services?*

Although you can request an academic accommodation from the College at any time, you should request it as early as possible.

*Do I have to prove that I have a disability to obtain accommodations?*

Yes, you will need to provide documentation from a certifying professional that shows you have a current disability and need an academic accommodation.

*Once I have met with Accessibility Services what should I expect?*

After the academic accommodations are identified and approved you will receive an email confirmation. Your academic accommodations will be viewable in your myNSCC account under the 'student' tab.

*What if the academic accommodations identified are not working?*

Contact Accessibility Services.

*Who will be aware of my disability on campus?*

The Accessibility Coordinator. Only your academic accommodations will be shared with faculty. All disability related information is treated as confidential information.

*What if I have more questions?*

Contact Accessibility Services. Communication with the Accessibility Coordinator and Faculty in the classroom is important to your success!

## Want more information?

Contact:

Cassie Rickenberg  
Accessibility Coordinator  
at  
419-267-1334,  
[crickenberg@NorthwestState.edu](mailto:crickenberg@NorthwestState.edu),  
or  
visit the Advising Center  
located on campus in C140.



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# Accessibility Services

Northwest State Community College  
22600 State Route 34 • Archbold, OH 43502  
[NorthwestState.edu](http://NorthwestState.edu)  
**419-267-1334**

# Educational Access for Students with Disabilities

Academic accommodations and auxiliary aids are individualized services or equipment which ensure equal educational opportunities for all students.

Examples of this include:

- *Extended time on tests*
- *Note taker*
- *Text to speech software*
- *Mobility assistance*
- *Enlargement of materials*



## *Getting Started...*

1. Schedule an appointment with the Accessibility Coordinator.
2. During the initial appointment campus resources and academic accommodations will be discussed.

*Note: You will need to provide current documentation of a disability.*

3. The Accessibility Coordinator will review the documentation.
4. The Accessibility Coordinator, student, and faculty will work together to implement approved academic accommodations in the classroom.

## Americans with Disability Act

Under the Americans with Disabilities Act and Section 504, a student with a disability may obtain assistance to help achieve educational goals. The College is committed to providing qualified students with an equal opportunity to access the benefits, rights and privileges of services, programs and activities in an accessible setting appropriate to their needs. No student shall, on the basis of his or her disability, be excluded from participation, be denied the benefits of, or otherwise be subject to discrimination under any college program or activity.

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**Accessibility Coordinator**

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