

SUNY Brockport is committed to the full inclusion of all eligible students. Student Accessibility Services provides supports and assistance to students with disabilities by offering support and resources to remove barriers and level the playing field of the collegiate learning environment.

Student Accessibility Services 168 Albert W. Brown 585-395-5409 585-395- 5291 sasoffice@brockport.edu

# SUNY BROCKPORT

# HOW TO GET STARTED

### STEP 1: SUBMIT A REGISTRATION FORM

All information is confidential and is securely maintained.

## STEP 2: PROVIDE ELIGIBILITY DOCUMENTATION

If you received accommodations in high school, you may provide a copy of your most recent Individualized Education Plan (IEP), Psychological evaluation, or a 504 plan. Due to the interactive nature of the intake process, we recommend that you provide as much recent documentation as possible to help substantiate requests for accommodations. If you are unable to obtain documentation, please call our office and we will assist you.

Declassification documentation, coupled with the disability classification, can also be used as grounds for eligibility.

## STEP 3: SCHEDULE AN APPOINTMENT

After your documentation is reviewed, we will contact you, via email, to schedule an appointment for an interactive intake meeting. At this meeting, we will talk about your strengths and needs as a learner and develop a plan of support in the form of an accommodation letter.

#### STEP 4: OBTAIN YOUR OFFICIAL ACCOMMODATION LETTER

You'll leave this meeting empowered to disclose your accommodation letter, to self-advocate for your needs, and to take advantage of the community and college-wide resources that are available to help you each your goals.

# PROGRAMS AND SERVICES

- •Alternate, distraction reduced test environment
- •Extended Test Time
- •Note-taking technology and services
- •Electronic textbooks
- •<u>Text-to-speech software</u>
- •Sign language interpreting services
- Assistive Technology
- •Referrals to on-campus and off-campus resources
- <u>Reduced course load</u>
- Scribe
- •And more

\*All services are individualized to meet the documented needs of each student, so please contact us directly for more information.