



MEDAILLE COLLEGE

OFFICE OF ACCESSIBILITY SERVICES

HOW TO GET STARTED

In order to register, the following would need to be submitted:

1. Complete the proper form(s) provided by the Office of Accessibility Services
 - a. This form must be sent to your physician to fill out the portion that is required.
 - b. This document needs to be sent back filled in full.
2. Submit all current and relevant medical documentation regarding your disability diagnosis, which may include:
 - a. A letter from a qualified, licensed professional that states any diagnosis relevant to requested accommodations and current substantial limitations
 - b. A copy of assessments or evaluations used to determine the diagnosis (details on specific assessments can be found on the Verification form)
 - c. Any additional documentation that supports your request (IEP, 504 plan)
3. Once all documentation is completed, you may mail, email, or fax any of the required documentation.
4. Arrange a meeting (in-person, virtual, or phone call) to discuss your accommodations. However, if you need to call before that point, please reach out at any time.

SERVICES & SUPPORTS AVAILABLE

- Quiet testing space
- Increased testing time
- Notetakers
- Scribes
- ESAs
- Wheelchair-accessible living arrangements
- Audio versions of textbooks
- Voice-to-text software

About Us:

The Office of Accessibility Services (OAS) was created to specifically answer the needs of our students with disabilities. The Office of Accessibility Services operates on a case-by-case basis to provide students with Accommodations for Academic and/or Housing needs.

Office Information

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