

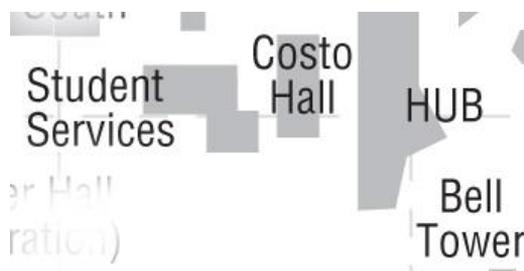
Directions to: Services for Students with Disabilities

SSD Administrative Office	-125 Costo Hall
Academic Support Center	-1213 SSB
Student Access and Mobility Support	-125 Costo Hall

We are located near the H.U.B., not far from the Bell Tower.

Look for the **Administrative Office** and **Student Access and Mobility Support Office** in Costo Hall, near the ethnic and gender program offices. We are next door to African Student Programs, and we are within Student Special Services.

Look for the **Academic Support Center** on the first floor of the Student Services Building, near the Highlander One Stop Shop (HOSS).



Call the Administrative Office at (951) 827-4538 if you need additional help finding us. We're happy to assist!



Services for Students
with Disabilities

STUDENT HANDBOOK

SSD Administrative Office

125 Costo Hall

Academic Support Center (ASC)

1213 Student Services Building

Student Access & Mobility Support (SAMS)

125 Costo Hall

Phone: (951) 827-4538

FAX: (951) 827-4218

www.specialservices.ucr.edu

Looking for a computer?

Computer Labs

From their website: <http://cnc.ucr.edu>

“Six public computer labs featuring 200 computers, with open hours of approximately 285 hours per week, are available for academic use by all UCR students. Whether you prefer to work on a PC or a Macintosh, just need to type a Word document or need to edit a film project in *Final Cut Pro*, the student computer labs are here to support you.”

PC Equipped Facilities

Sproul Hall, Room 2225

Olmsted Hall, Room 1316

Watkins Hall, Rooms 2101 & 2111

Macintosh Equipped Facilities

Arts Building, Room 311

Watkins Hall, Room 2117

Guide to computing for new students:

<http://cnc.ucr.edu/iguide/>

Want more information? Hours?

Website: <http://cnc.ucr.edu>

Phone: (951) 827-6495

Email: helpdesk@student.ucr.edu

WHAT IS THERE TO DO IN RIVERSIDE?

Check out the Student Guide to Riverside:

<http://www.riversideca.gov/sg/>

~ NOTES ~

~ NOTES ~

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DISABILITY PARKING PERMITS AND OTHER CAMPUS PARKING
Contact Transportation and Parking Services at
(951) 827-8277 or consult the web at: www.parking.ucr.edu

Confidentiality Statement

Students are under no obligation to disclose a disability unless an accommodation is being requested. Any disability documentation that is provided to Services for Students with Disabilities is considered confidential information. Documentation is maintained only in the SSD office and does not become part of a student's permanent record.

Copies of disability documentation for any purpose, including transfer to another school, can be provided only with a written release signed and dated by the student. Similarly, SSD staff will not discuss issues related to a student's disability with faculty, staff, family members, or other offices or agencies without a written release.

Authorization forms to release information are available in the SSD Administrative office, 125 Costo Hall.

Non-Discrimination Statement

The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities.

Inquiries regarding the University's equal opportunity policies may be directed to the Director of Affirmative Action (951) 827-5604.

Copies of this Handbook are available in alternate formats.

Contact:

SSD Administrative Office
125 Costo Hall, (951) 827-4538

Comments or suggestions (951) 827-4538

**Need to Register to Vote or
Veterans Assistance?**

Student Special Services Office
125 Costo Hall

Web: www.specialservices.ucr.edu
(951) 827-3861

Appendix v

APPLICABLE LAWS & POLICIES

1973 VOCATIONAL REHABILITATION ACT, SEC. 504

Colleges and universities in the U.S. that receive Federal funds have provided equal educational opportunity to students with disabilities since the passage of the 1973 Vocational Rehabilitation Act, Section 504, which states:

“No otherwise qualified handicapped individual in the United States . . . shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

AMERICANS WITH DISABILITIES ACT (ADA), 1990

The Americans with Disabilities Act protects people with disabilities from discrimination in most public arenas. The ADA applies to employers, public services, public accommodations, communication providers and transportation providers regardless of whether they receive or benefit from federal funding. The ADA states, in part:

“.... no qualified individual with a disability shall, by reason of such disability, be excluded from participation or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.”

UNIVERSITY OF CALIFORNIA POLICIES APPLYING TO NONDISCRIMINATION ON THE BASIS OF DISABILITY

(Section 140, “Policies Applying to Campus Activities, Organizations, and Students,” 1994), which states:

“In concert with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, University policy prohibits discrimination on the basis of disability in all of its programs, services, and activities.”

Welcome and Introduction

Welcome to the University of California, Riverside
and Services for Students with Disabilities
www.specialservices.ucr.edu

Whether you are a continuing student, a first-year student, transfer, or a student returning after an absence from higher education, a look through this Handbook will give you helpful information about our services and how to access them.

Services for Students with Disabilities, or SSD, has been part of the Riverside campus since the mid-1960s. Services are available on a *temporary or permanent* basis to regularly enrolled students with a verified disability and these services are free, voluntary, and confidential.

The SSD office includes the following areas:

SSD Administrative Office, 125 Costo Hall
Academic Support Center, 1213 Student Services Bldg.
Student Access and Mobility Support, 125 Costo Hall

Please review the **Table of Contents** to find more on each of these areas, as well as information about:

- Resources for academic success
- Temporary services
- Transitioning from high school services to University accommodations
- Other useful campus programs and resources

Incoming students are encouraged to review the material on pages 14-17, which discusses transitioning from high school to the University in terms of disability services.

SSD is part of the Student Special Services office, which also provides services to veterans and their dependents, as well as voter registration information.

Everyone Starts Here

SSD ADMINISTRATIVE OFFICE, 125 COSTO
Monday-Friday, 8:00a.m.-12:00pm; 1:00p.m.-5:00p.m.

The SSD Administrative Office is the first stop for all students who are looking for services, temporary or permanent. Staff here will assist the student with general information about all SSD services, as well as the required paperwork and applicable documentation.

Services are available to regularly enrolled students with a verified disability and are free, voluntary, and confidential.

SSD staff, in consultation with the student, will determine what academic accommodations will allow the student access to the University's educational opportunities. For a description of some of our services, please see pages 5-8.

Accommodations are tailored to meet each student's disability-related needs and are based on the student's current functional limitations and the requirements of the specific classes in which the student is enrolled.

Students are encouraged to take an active role as their own advocates. Students are not required to identify themselves as having a disability; however, students are not eligible for accommodations unless they self-identify.

We also provide referral to on-campus departments, services, and community agencies (*See pgs. 19-21*).

In order to expedite the solution of problems, the following procedure has been established and is intended to be the primary form of redress for most cases:

Problems and complaints that have not been resolved informally should be brought to the following offices or to the following person, who will refer the concern to the appropriate office for resolution:

VICE CHANCELLOR, FINANCE AND BUSINESS OPERATIONS

4118 Hinderaker
(951) 827-8221
vca@ucr.edu

The primary offices involved and their areas of responsibility include:

VICE CHANCELLOR, FINANCE AND BUSINESS OPERATIONS

3108 Hinderaker
(951) 827-8221 Email: vca@ucr.edu

Staff employment issues, facility accessibility, renovation of current facilities/planning of new facilities, general campus transportation (motor pool).

EXECUTIVE VICE CHANCELLOR & PROVOST

4148 Hinderaker Hall
(951) 827-5034 Email: provostmail@ucr.edu

Faculty employment issues, accessibility of computers, faculty accommodations of students.

STUDENT SPECIAL SERVICES

125 Costo Hall
(951) 827-3861 Email: specserv@ucr.edu

Student support (adaptive equipment, note-sharing, interpreters, on-campus transportation, learning disability, classroom inaccessibility). Concerns that are not resolved by this office should be brought to the attention of: **Vice Chancellor for Student Affairs, 2108 Hinderaker Hall, (951) 827-4641.**

Appendix iv

PROCEDURES FOR RESOLVING CONCERNS

Following is information about the procedures to be used if you have a concern that cannot be addressed by Services for Students with Disabilities or the Student Special Services office.

The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services. The University also prohibits sexual harassment.

This nondiscrimination policy covers admission, access, and treatment in University programs and activities.

A written, signed request for accommodation, together with necessary documentation, such as a physician's certification, are necessary when making a request for accommodations.

The **Vice Chancellor, Finance and Business Operations** has been designated as the employee responsible for coordination of the University's efforts to comply with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act of 1990. (See *Appendix v*, pg. 24)

Please Remember: A written, signed Request for Accommodations form and applicable documentation, such as a physician's certification, are necessary when making a request for accommodations.

LEARNING AND RELATED DISABILITIES

UCR does not currently provide testing for Learning Disabilities or ADHD; for current information on how to get such testing, please contact our office at (951) 827-4538

PRIORITY ENROLLMENT

Information and application forms for priority enrollment are also available in the SSD Administrative office. Approval is based on documentation of disability-related need.

SIGN LANGUAGE INTERPRETERS AND CART

Our **Academic Support Center (ASC)** arranges for Sign Language Interpreters and Communication Access Realtime Translation (CART) services for academic support (*page 7*).

SSD LISTSERV

Students receiving services with our offices will automatically receive our SSD *Listserv* email, which includes topical information about our services, employment and internship opportunities.

DEPARTMENT OF REHABILITATION AUTHORIZATIONS, CAMPUS AND COMMUNITY RESOURCES

Fee processing for students whose registration or parking fees are sponsored by the State Department of Rehabilitation (DOR) or similar agencies is also provided by this office.

Please Note: Instructors are not required to compromise the integrity of course material or to grade students who receive accommodations more or less leniently than other students in the class.

RESPONSIBILITIES OF STUDENTS

Students are encouraged to take an active role as their own advocates. They are not required to identify themselves as having a disability; however, students are not eligible for accommodations unless they self-identify.

Students are responsible for visiting the Academic Support Center office and obtaining and delivering letters detailing appropriate accommodations to each of their instructors in a timely manner on a quarterly basis.

RESPONSIBILITIES OF INSTRUCTORS

Instructors are responsible for assisting in providing accommodations; students are required to make requests in an appropriate and timely manner. Ordinarily, required accommodations are described in a letter, which is given to the instructor by the student.

Classroom accommodations may involve providing space for a sign language interpreter or real-time captionist, accommodating front row seating, asking students to clear a path for wheelchair users, announcing need for note takers, and the like.

IMPORTANT COMMUNITY RESOURCES

DEPARTMENT OF REHABILITATION RIVERSIDE-INLAND EMPIRE

3130 Chicago Avenue
Riverside, CA 92507-3445
(951) 782-6650 Voice
(951) 682-0143 TTY
Web: www.dor.ca.gov

**DISABILITY BENEFITS
ALL YOU EVER WANTED TO KNOW**
Web: www.disabilitybenefits101.org

COMMUNITY ACCESS CENTER
6848 Magnolia Avenue, Suite 150
Riverside, CA 92506
(951) 274-0358 Voice
(951) 274-0834 TTY
Web: <http://www.ilcac.org/>

BLINDNESS SUPPORT SERVICES, INC.
3696 Beatty Drive, Suite A
Riverside, CA 92506
(951) 341-9244
Web: www.blindnesssupport.com

CENTER ON DEAFNESS – INLAND EMPIRE (CODIE)
3576 Arlington Ave (91 Freeway), Suite 211
Riverside, CA 92506
951-275-5000 Voice/TTY
Web: <http://www.codie.org>

IMPORTANT CAMPUS RESOURCES

UCR GENERAL CATALOG

An essential guide to campus programs and policies. Available at the campus bookstore and on the web at www.catalog.ucr.edu

UCR SCHEDULE OF CLASSES/ACADEMIC CALENDAR

Class listings, payment of fees, Academic Calendar, add/drop periods, etc: www.classes.ucr.edu

UCR CAMPUS GUIDE AND DIRECTORY

Lists all campus departments, faculty, and staff locations, telephone numbers, and email addresses. Also on the web: <http://www.ucr.edu/alpha.html>

ACADEMIC DEPARTMENTS

Student academic advising is available in each major department.

OFFICES OF THE DEANS

The College offices, the Graduate School of Management, Graduate School of Education, and the Graduate Division each have student affairs staff who can advise students on various administrative issues:

College of Humanities, Arts and Social Sciences:

<http://chassstudentaffairs.ucr.edu>

College of Engineering:

<http://www.engr.ucr.edu/studentaffairs>

College of Natural & Agricultural Sciences:

<http://www.cnasstudent.ucr.edu>

A. Gary Anderson Graduate School of Management:

<http://www.agsm.ucr.edu>

Graduate School of Education:

<http://www.education.ucr.edu>

Graduate Division:

<http://www.graduate.ucr.edu>

ACADEMIC SUPPORT CENTER (ASC)

1213 Student Services Building

Phone: (951) 827-3028 FAX: (951) 827-6310

Hours: M-F, 8:00 a.m. – 5:00 p.m.

Services available for eligible students with verified temporary or permanent disabilities may include special exam arrangements, text in alternate formats, note-sharing, adaptive computer equipment, and library assistance referral.

On a quarterly basis, on completion and submission of forms to the ASC, letters to faculty are prepared for students to take to their instructors, which identify the accommodations each student is eligible to receive.

ASC adaptive equipment includes: DAISY players, print magnifiers, and assistive listening devices.

Computer access is provided in the ASC and includes speech output recognition systems, ink printers, screen magnification, and software to assist students with mobility impairments.

DESCRIPTION OF ASC SERVICES

TEST TAKING ACCOMMODATIONS

Not all students with disabilities require testing accommodations; for those who do, exams may be administered in our Academic Support Center as a service to students and instructors.

SAMPLE TEST TAKING ACCOMMODATIONS

Based on their particular disability-based need, a student's testing accommodations *may* include:

- Exam in an alternate format—in electronic format, large print, Braille
- Reduced distraction testing environment
- Use of a computer with adapted software
- Additional time for the exam
- Readers or writers

TEST TAKING ACCOMMODATION PROCEDURES

Students with testing accommodations are responsible for:

- notifying instructors of their need for testing accommodations;
- obtaining the instructor's signature authorizing the procedures; and
- returning the signed authorization form to the **ASC at least 1 week prior to test date or 2 weeks prior to final examinations.**

This advance notice allows our staff to assign an appropriate space, proctor, and any adaptive equipment required.

NOTE: In order to maintain the integrity of the exam and the testing process, our testing rooms are monitored by proctors at all times.

Appendix ii

CAMPUS DEPARTMENTS AND SERVICES

AIDS/HIV Information	http://aids.ucr.edu
Affirmative Action	(951) 827-5604 http://affirmativeaction.ucr.edu
African Student Programs	(951) 827-4576 http://asp.ucr.edu
Asian Pacific Student Programs	(951) 827-7272 http://www.apsp.ucr.edu
Bookstore	(951) 827-2665 http://www.bookstore.ucr.edu
Career Services Center	(951) 827-3631 http://careers.ucr.edu
Chicano Student Programs	(951) 827-3821 http://csp.ucr.edu
Escort Service	(951) 827-3772 http://www.escortservice.ucr.edu
Financial Aid	(951) 827-3878 http://finaid.ucr.edu
Women's Resource Center Sexual Violence and Self Defense	(951) 827-3337 http://wrc.ucr.edu
Housing Services	(951) 827-6350 http://housing.ucr.edu
Lesbian, Gay, Bisexual & Transgender Resource Center	(951) 827-2267 http://out.ucr.edu
Native American Student Programs	(951) 827-4143 http://nasp.ucr.edu
Ombudsperson	(951) 827-3213 http://www.ombudsperson.ucr.edu
Registrar's Office	951-827-7284 http://registrar.ucr.edu

Appendix i

SUGGESTED READING

Association for Higher Education and Disability (AHEAD)
Information on all aspects of disability and higher education.
www.ahead.org

Disability Access Information and Support (DAIS)
Information and publications on disability issues at the
postsecondary level.
<http://www.daisweb.com>

Equal access to Software and Information (EASI).
Web Design Access Kit
<http://www.rit.edu/~easi/webkit.htm>

Grossman, Paul. Making Accommodations: The Legal
World of Students with Disabilities. Academe.
[http://www.aaup.org/AAUP/pubsres/academe/2001/N
D/Feat/gross.htm](http://www.aaup.org/AAUP/pubsres/academe/2001/N
D/Feat/gross.htm)

HEATH Resource Center, National Clearinghouse on
Postsecondary Education for Individuals with Disabilities.
<http://www.heath.gwu.edu>

Shapiro, J. No Pity – People with Disabilities Forging a
New Civil Rights Movement. Random House, 1993.

United Spinal Organization, Disability Etiquette.
<http://www.unitedspinal.org/pdf/DisabilityEtiquette.pdf>

Vogel S. The College Student with a Learning Disability:
A Handbook (8th ed.) Pittsburgh, PA. 2005.
www.ldanatl.org

----- . The Long and Sorry History of Discrimination
Against People with Disabilities in the United States.
The Ragged Edge Online, Sept/Oct 2000.
www.raggededgemagazine.com **and**
<http://www.raggededgemagazine.com/0900/index.htm>

DESCRIPTION OF ASC SERVICES Continued

NOTE-SHARING SERVICES

Some students may require the use of a classroom note-taker. This service is available on a volunteer basis.

Upon request, a letter, prepared by the ASC for the student to give to the course instructor, requests the instructor to announce that a student with a disability needs a volunteer note-taker, who is interested in sharing lecture notes that are comprehensive and legible. The volunteer is then referred to the Academic Support Center (ASC), 1213 Student Services Building.

PLEASE NOTE: Note-takers are not considered a substitute for classroom attendance.

COMMUNICATION ACCESS REALTIME TRANSLATION (CART)

CART is a relatively new technology that allows Deaf and Hard of Hearing students who do not use American Sign Language to participate fully in classes.

A captionist sits beside the student and transcribes the class word for word, while the student follows along on a laptop computer. As with other classroom accommodations, students are responsible for notifying the SSD office of their need for CART services.

SIGN LANGUAGE INTERPRETERS

Students who are Deaf or Hard of Hearing may require the use of Sign Language Interpreters for lectures, labs, and other class-related activities.

Students are responsible for informing Services for Students with Disabilities about when and where interpreters will be needed.

STUDENT ACCESS AND MOBILITY SUPPORT (SAMS)

SSD Administrative Office, 125 Costo Hall
Phone: (951) 827-4538 FAX: (951) 827-4218

Hours: M-F, 8:00a.m.– 5:00p.m.

Regularly enrolled students with a **verified permanent or temporary** visual or mobility disability may have access to the Student Access and Mobility Support office.

SAMS provides on-foot assistance to students with visual impairments, who need to go to on-campus locations with which they are unfamiliar and for non-routine academic matters.

SAMS also provides assistance locating accommodating (e.g., stairless) routes on campus.

OTHER SERVICES AVAILABLE

- **Adaptive equipment**, i.e., wheelchairs, crutches, canes, lap desks and overbed tables, are available for loan.
- **Minor equipment repair** or assistance locating repair services.
- **Battery-powered, adaptive equipment re-charging:** space permitting.

For disability parking permits on campus contact:
Transportation and Parking Services at (951) 827-8277
or consult the web at: www.parking.ucr.edu

For mobility rides, visit <http://ucr.transitreserve.com>

How will I obtain services at UC Riverside Continued

SSD staff will review your documentation and may need to ask you for additional information in order to assure that you will receive appropriate services. You and a member of the SSD staff will be able to meet and discuss the type of services that you will need. Please also review page 2–4 for additional information.

After accommodations are approved, you will be referred to SSD staff member(s) who will help you with arrangements for services.

BE PREPARED

You will probably find your first few weeks at college confusing and stressful. Your classmates will feel the same way—even without the added burden of arranging for services and adjusting to life with a disability in this new environment.

Soon, however, all of this will seem comfortable, and you will find yourself the expert, perhaps helping someone else.

Additional Resources

The brochure “Students with Disabilities Preparing for Post-secondary Education: Know Your Rights and Responsibilities” (Revised March, 2007) is available from The U.S. Department of Education, Office for Civil Rights—order information below—or may be requested at the SSD main office, (951) 827-4538.

To order copies from the Department of Education:

You may send an e-mail request to: edpubs@inet.ed.gov
or call toll-free: 1-800-872-5327 or 1-877-576-7734 (TTY).
or order online: www.edpubs.org
or view the brochure online at: www.ed.gov/ocr/transition.html

In addition to obtaining services, you will be responsible for scheduling your classes, making sure that assignments are completed, and meeting with instructors and teaching assistants when necessary. SSD staff and other student services departments, especially the Student Affairs area of your College and major, can be helpful while you are learning to navigate the University system.

COLLEGE COSTS

Another difference is that college costs, including fees, books and room and board are the responsibility of you or your family. Financial aid, in the form of grants, loans or Work Study, may be available. In some cases, the State Department of Rehabilitation may provide financial assistance. Contact the campus Financial Aid office or local department of rehabilitation office, well in advance of attending college.

PERSONAL SERVICES

The University does not provide personal services or individually prescribed devices as your high school may have done. Personal services include assistance with bathing, grooming, food preparation, housekeeping, orientation and mobility, and the like. You or your family will be responsible for obtaining and funding these services, perhaps with assistance from the County Department of Social Services. Individually prescribed devices include hearing aids, glasses, braces, wheelchairs, other mobility devices, etc. Your family's health insurance or the State Department of Rehabilitation may be able to help pay these expenses.

HOW WILL I OBTAIN SERVICES AT UC RIVERSIDE?

When you return your *Statement of Intent to Register* (SIR) no later than two weeks before you will need services, please contact the SSD Administrative office, (951) 827-4538 (see page 2).

You will be asked to complete a Student Data Sheet and Request for Accommodations form and to provide applicable documentation for your disability. See Checklist for Requesting Services, page 15.

TEMPORARY SERVICES

For information about arranging for services, including applicable documentation and paperwork, students should first contact the:

SSD ADMINISTRATIVE OFFICE
125 COSTO HALL
(951) 827-4538

Information on **Student Access and Mobility Support**, including use of wheelchairs, furniture, crutches, etc., is available on *page 8* of this Handbook.

Services available with our **Academic Support Center**, 1213 Student Services Building, which may include writers, special exam arrangements, note-sharing, etc., can be reviewed on *page 6-7*.

Students treated at the UCR Campus Health Center may wish to ask that documentation of their impairment or injury be faxed to the SSD Administrative office, 125 Costo Hall, at (951) 827-4218.

Students with long term, temporary conditions and/or students being treated by their own physician may be asked to use the Disability Documentation form available from the SSD Administrative office staff.

See additional information on our website:

www.specialservices.ucr.edu

For disability parking permits and parking information on the UCR campus contact:
Transportation & Parking Services (951) 827-8277
or consult the web at: www.parking.ucr.edu

RESOURCES FOR ACADEMIC SUCCESS

1. REQUEST ACCOMMODATIONS EARLY EVERY QUARTER!

As soon as your classes are scheduled, complete paperwork and related requests for services with the Academic Support Center, 1213 SSB and/or Student Mobility Services.

Questions? Call us: (951) 827-4538

2. KEEP TRACK OF ASSIGNMENTS AND DEADLINES!

Use iLearn and Webmail every day.

Both online systems will keep you connected to classes, professors and important deadlines.

iLearn: <http://ilearn.ucr.edu/webapps/login>

Webmail: <https://webmail.ucr.edu>

3. GET FAMILIAR WITH *GROWL*

GROWL is the student online system for managing class registration, financial aid awards, class registration, billing and more!

Use your **DEGREE CHECK** to review and monitor major requirements and degree progress.

Questions?

Talk with your student affairs advisor or ask us!

CHECKLIST FOR REQUESTING SERVICES

Students in need of temporary services see pages 2 & 9.

Please Remember: A written, signed Request for Accommodation form and applicable documentation, such as a physician's certification, are necessary when making a request for accommodations.

- Receive notification of acceptance for admission.**
Pay *Statement of Intent to Register* (SIR) and contact SSD Administrative Office for Request for Accommodation form and information about required, applicable documentation.
- Send applicable documentation of disability and signed *Student Data & Request for Accommodation form*** to SSD as early as possible, or at least two (2) weeks prior to the start of the quarter for which services are being requested.
- SSD will review documentation and determine** if further information is needed. If you have not received approved accommodation information within two weeks, please contact the SSD office at (951) 827-4538.
- Just before arriving on campus**, please call the SSD office to make an appointment to discuss your accommodation needs with our staff and to review applicable service procedures, i.e., exam accommodations, to request books in alternate media, learn about available adaptive equipment, etc.
- Before each quarter begins**, complete SSD request forms that identify classes in which you wish to receive approved academic accommodations.

SSD staff, in consultation with the student, will determine what academic accommodations will allow the student access to the University's educational opportunities. Accommodations are individually tailored to meet the student's disability-related needs and are based on the student's current, functional limitations and the requirements of the specific classes in which the student is enrolled.

Transitioning . . . from High School to the University for Students with Disabilities

If you are entering college for the first time, it is important to understand what to expect from the Services for Students with Disabilities office, other student services offices, as well as faculty, staff, and yourself.

WHAT ARE THE DIFFERENCES?

As you may know, the laws applying to students with disabilities at the college level are different from those applying to grades K-12. In high school, you received services under IDEA or Section 504; these were typically spelled out in an IEP or 504 Plan.

At the University, the *Americans with Disabilities Act*, as well as Section 504, protect you from discrimination based on your disability (*Appendix v, page 24*).

Services at the University level are provided to give you equitable access to an education rather than to guarantee that you will learn or achieve success. While we provide many services which will help you to compensate for the effects of your disability, the University *does not change its academic requirements to accommodate itself to you* as your high school may have done.

Also, you may or may not receive the same services provided to you in high school. You will be responsible for completing all of the same work as any other student, but perhaps in a way that works better for you. The process for obtaining accommodations for your disability will differ, too.

WHO'S RESPONSIBLE?

A most important difference is that *you*—not your parents, teachers or the University—are responsible for identifying yourself as a student with a disability, requesting services, making best use of those services or even choosing not to use services. Your parents are not involved in this process, unless you specifically request this in writing. (See *Confidentiality Statement, page iv*.)

ALL STUDENTS should use these resources for academic support & to improve study skills.

THE LEARNING CENTER, First Floor, Surge Building
Tutorial Assistance, Study Skills/Groups, Academic Support, and More!

<http://www.learningcenter.ucr.edu>

THE CAMPUS LIBRARIES

Thomas Rivera, Science Library, Music Library & Media Library

Find Course Reserves, Reference services, etc.

<http://library.ucr.edu>

Take Online Tutorials:

How to do library research / how to use databases

<http://library.ucr.edu/?view=help/tutorials>

RECOMMENDED RESOURCES FOR FRESHMEN:

- **Discovery Seminars**
discoveryseminars.ucr.edu
- **First Year Success Series**
<http://www.success.ucr.edu>
- **College of Humanities, Arts, Social Science**
<http://www.chassconnect.ucr.edu>
- **College of Natural, Agricultural Science**
www.cnas.ucr.edu/ugrad/fresh_seminar.html

SSD SCHOLARSHIP OPPORTUNITIES

Scholarship Opportunities for Students with Disabilities

Information about current scholarships designated for student with disabilities is updated regularly on our SSD listserv, and we maintain a list of organizations offering scholarships in our administrative office.

Several campus-based scholarships are available. These include:

Wilma. C. Holladay Scholarship

Mrs. Wilma Holladay served the UCR campus with distinction for many years as Assistant Registrar. She established this scholarship at UCR for an undergraduate, re-entry student with a physical disability. Applicants must be California residents and have a minimum 3.0 GPA. The scholarship is awarded to one student annually, and is usually about \$1000.

Jameson Scholarships

A Jameson Scholarship may be awarded to a student with a physical disability or chronic health condition. Riverside County residents and transfer students from Riverside Community College are given priority. The student must have a minimum 3.0 GPA, and must be enrolled at least half-time. The amount of the scholarship is currently \$5000. Availability and amount of the scholarship may vary.

Jason S. Nino Computer Scholarship

Funded by the family of a UCR graduate, Jason Nino '07, this scholarship provides fund up to \$300 per year per student for purchase of computer hardware or software which will assist the student in coursework, employment, or internships. The need must be disability-related. Consideration for this scholarship is ongoing as funds are available. Check with SSD if interested.

Other organizations providing scholarships:

Many organizations offer scholarships for students with particular types of disabilities or who have shown leadership in the disability community. Contact our office for a list.

For additional information:

Financial Aid for the Disabled and Their Families, available at most libraries.

George Washington Heath Resource Center
<http://www.heath.gwu.edu>

UCR Financial Aid Office
<http://finaid.ucr.edu>
951 827-3878

Important: If you are receiving other financial aid, be sure to check with your Financial Aid Counselor to determine what effect acceptance of a scholarship might have on your financial aid package.