

# REGISTER IN 3 EASY STEPS

1. Complete an online Disability Services New Student Registration using our AIMs System at: <https://denali.accessiblelearning.com/SVSU/>
2. Submit your documentation by upload to the AIMs system, fax, email, or hand-deliver documentation about your disability from your doctor, or mental health provider. You must use the form provided on our Documentation Web page: <http://svsu.edu/disabilityservices/documentationrequirements/> and provide any additional documentation that would assist us in analyzing your needs.
3. Call to make an appointment! All new DS Students are required to meet with our Disability Services Professional to determine eligibility and potential accommodations. Call 989-964-7000 and ask for an INTAKE appointment. Please note that you must have the online application and documentation uploaded or delivered in order to schedule an appointment.

**\*Please note that registrations for Disability Services are only accepted from fully admitted and registered students.**

## CONFIDENTIALITY

Student names and the nature of disabilities are kept confidential and used solely for the purpose of providing accommodations. As adults and self-advocates, students are required to give DS permission to talk to parents or representatives about their accommodations. Permission must be documented in their application file in the DS AIMs system.

# REQUIRED DOCUMENTS

Appropriate diagnostic documentation of disability must be submitted to our office in order to receive services. Official reports documenting your disability must originate from a medical professional who is qualified to diagnose and treat the type of disability that applies to your case. SVSU Disability Services must have diagnostic information that is recent enough to reflect your current status, generally no more than three years old.

### Diagnosis/Documentation provided must state:

- Your diagnosis and course of treatment;
- The nature and severity of your functional limitations;
- The duration for which they are expected to continue;
- Contain scores and identify tests administered as appropriate;
- Must substantiate the need for specific accommodations requested;
- Documentation provided must be from a diagnostician or treating professional;
- Statements regarding how the disability may impact your academic performance are also helpful.

Please visit our web page for more details: <http://svsu.edu/disabilityservices/documentationrequirements/>

*NOTE: Disability Services does not accept IEPs or 504 Plans as verification for a disability. These educational plans may be helpful to you when discussing your accommodations, and you are welcome to bring them as supplemental information for your initial registration appointment if you find them helpful. Typically, students who received disability modifications in high school should provide SVSU Disability Services with the most recent IEP (Individualized Education Program) and any recent re-evaluations done since the last IEP. Special education paperwork from high school without specific diagnostic reports is not sufficient for purposes of providing accommodations.*

**REASONABLE ACCOMMODATIONS** Reasonable accommodations are modifications which make a facility or program accessible, allowing a qualified individual with a disability equal opportunities. The Americans with Disabilities Act (ADA) requires reasonable accommodations as a way to overcome barriers that limit opportunities for otherwise qualified individuals with disabilities.

### Accommodations are individualized to each student.

Accommodations vary with disability, course selection and each individual. Common accommodations include:

- Early registration
- Note sharing
- Use of a tape recorder to facilitate note taking
- Testing accommodations (extended time and/or reduced distraction environment)
- Sign language or C-Print interpreters
- Text in alternative formats
- Assistive technology
- Tutoring
- Campus community referrals
- Dining accommodations
- Housing accommodations

## HIGH SCHOOL VS. COLLEGE

### DIFFERENT LAWS = DIFFERENT SERVICES

Differences in the legal mandates between high school and postsecondary education means that accommodations in college are not necessarily duplications of what a student received in high school. In high school, accommodations are provided to ensure the success of the student; in college, accommodations are provided to ensure equal access. Success is the responsibility of the student. You must advocate for yourself in college, but we are here to provide support.

## FAQ

**Q: I am a current student and am not sure if I have a disability or what is covered. What should I do?**

A: Make an appointment with the Disability Services Director to share your challenges and she will be able to tell you if you qualify for services and guide you through the application process.

**Q: May I take my exams in the DS office?**

A: Yes. If your accommodations include distraction reduced testing and/or extended time, you may be able to take your exams in DS. Using the AIMs system, you must register to take your exam at least one week prior (7 days) to the exam date to reserve an exam room.

**Q: I plan to live on campus this semester. Can DS assist me with getting accommodations in my residence hall?**

A: Yes. If you are approved for housing accommodations, DS and Housing staff can coordinate services to meet your needs.

**Q: Should I include information about my disability with my SVSU admission application?**

A: Questions concerning your disability are not included within the SVSU admission application. Such questions are against Federal Law. SVSU admission policies are the same for all students, regardless of disability status. It is your decision whether or not to disclose details about your disability.

**Q: I think I may have a learning disability. Does SVSU Disability Services evaluate students for learning or other disabilities?**

A: No. SVSU Disability Services does not evaluate students for disabilities. You must seek out professionals who can administer evaluations for learning, attention, or psychological disabilities. Parents and students should pursue independently as soon as possible.

**Q: Can I Use My High School IEP or 504 Plan to Verify My Disability?**

A: Disability Services does not accept IEPs or 504 Plans as verification for a disability. These educational plans may be helpful to you when discussing your accommodations, and you are welcome to bring them as supplemental information for your initial registration appointment if you find them helpful.

**Q: How far in advance should new students apply to SVSU Disability Services?**

A: If you are seeking housing accommodations, you should apply immediately when you register for classes. If you are only seeking classroom accommodations, you should apply at least one month in advance to the start of classes. Remember, we only take applications for SVSU registered students.



**A disability is a physical or mental impairment that substantially limits one or more major life activities.**

## EXAMPLES OF DISABILITIES

**Disabilities can be visible and not visible. These can include (but are not limited to):**

- Acquired Brain Injury
- Attention Deficit/Hyperactivity Disorder
- Hearing Impairment/Hard of Hearing
- Health Impairment
- Learning Disability
- Neurological Impairment
- Physical Disability
- Psychological Disability (e.g. Depression, anxiety, etc...)
- Visual Impairment

*The above are examples of disability types, but is by no means a complete list. If you are not sure if you have a disability or have specific questions, please contact SVSU Disability Services for an appointment to discuss your challenges.*

### **ADDITIONALLY,**

we provide services to students with Temporary Disabilities, which would limit one or more major life activities.

## CAMPUS RESOURCES

### Available to Students Registered with Disability Services:

- Academic Advising Center (117 Wickes), 989.964.4286
- Health Services (2970 Pierce, Suite 2), 989.583.0285
- Housing (118 Curtiss) 989.964.4255
- Math Resource Center (2nd Floor Library), 989.964.4648
- Office of Student Affairs (114 Curtiss) 989.964.4410
- Student Counseling Center (112 Curtiss Hall), 989.964.7078
- Multicultural Services (260 Wickes Hall), 989.964.7090
- Writing Center (2nd Floor Library), 989.964.6061
- Center for Academic Achievement (2nd Floor Library), 989.964.7126

7400 Bay Road  
Wickes Hall, Suite 260  
University Center, MI 48710

disability-services@svsu.edu  
989-964-7000

[www.svsu.edu/disabilityservices](http://www.svsu.edu/disabilityservices)



**SV SU** SAGINAW VALLEY STATE UNIVERSITY

## DISABILITY SERVICES



**We accommodate.**

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For SVSU students with disabilities, the Office of Disability Services (DS) serves as an important step in the journey to graduation.

**We accommodate** is taken seriously in our office. It is what we believe in and strive towards. We are here to ensure equal access and full participation for students with disabilities in all programs and activities at Saginaw Valley State University. We support students in developing academic and life skills, learning about campus and community resources, and gaining the confidence, resilience, and empowerment needed to meet their individual, career, and life objectives. SVSU's commitment to providing support and services is balanced with a humanistic and developmental approach that requires student engagement and responsibility in the accommodation process.

**SVSU Disability Services staff** will meet with students and, based on documentation, determine appropriate academic accommodations to help you accomplish your academic goals and give you the support you need through graduation. We can offer support and assistance for your documented physical, sensory, psychological, or learning disability so you can make the most of your education and campus life activities.

**Saginaw Valley State University policy** calls for reasonable accommodation to be made for otherwise qualified students with disabilities on an individualized basis. It is, however, the responsibility of the student to seek available assistance at the University, to make his/her needs known, to complete the Disabilities Services application as described in this brochure, and to provide current documentation of disability.

For more information, please visit [svsu.edu/disabilityservices](http://svsu.edu/disabilityservices)