



Disability Support Services Quarterly Newsletter

Please visit our website: www.ctcd.edu/disability-support

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Contact Information

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DSS Office Hours:

Mon.-Thurs. 7:30 am.-5:30 p.m.
Fri. 7:30 a.m. - 11:30 a.m.

DSS Team:

Dr. Christy Shank
DSS Director

Wilma Brown-Smith
DSS Coordinator

Ron Porter
DSS Coordinator

Stephanie Rawlins
DSS Office Specialist II

Important Dates

August 22, 2019
Fall New Student Orientation

August 26 - August 30, 2019
Welcome Week

August 29, 2019
Welcome Back Bash

September 2, 2019
Labor Day Holiday

October 14, 2019
Columbus Day Holiday

Fall 2019 semester is about to start! As we prepare for another busy and productive semester, the office of Disability Support Services (DSS) would like to provide a brief overview of our DSS website, information on all the great campus resources available for students, our service animal policies, and stress management tips for students.

Each newsletter will include information on various disability topics, dates to remember, and more! We will also offer tips and strategies for the classroom environment, ways to enhance the academic experience, supportive resources/links, and much more! It is our goal to use this newsletter to disseminate useful information to staff, faculty, and students.

Any questions, comments, and suggestions can be sent to:
srawlins@ctcd.edu

DSS Mission Statement

DSS is committed to assisting the college so that individuals with disabilities are assured an equal opportunity to participate in, contribute to, and benefit from all college programs, services, and activities. DSS supports individuals with disabilities by coordinating reasonable accommodations and services. We are committed to providing equal access to higher education for academically qualified individuals with disabilities.

Quote of the Quarter

"Courage doesn't always roar. Sometimes courage is the quiet voice at the end of the day saying 'I will try again tomorrow'"

~ Mary Anne Radmacher

Featured Video

This video features an overview of the great Academic Support Services that CTC has to offer its students!

<https://www.youtube.com/watch?v=PAZwoagWlzo>



Students are encouraged to visit the DSS [website at www.ctcd.edu/disability-support](http://www.ctcd.edu/disability-support)

Our website explains how students with qualifying disabilities can request accommodations, guideline on required medical documentation, DSS student handbook, and much more!

CTC's Campus Resources for Students

***Academic Studio** (Bldg. 106; 254-526-1580): Tutoring services, academic advising, information and resource referrals, college success and study skills workshops, and textbook and childcare assistance for qualified Career and Technical Education students!

***Career Services Center** (Bldg. 118; 254-526-1106): Assists with all phases of the career planning and job search process, including career assessments, resume critiques, and mock interviews!

***Library** (Bldg. 102; 254-526-1621): Services include Ask a Librarian, research paper reviews, multimedia lab, teaching learning center, and research study guides!

***Student & Employee Assistance Program** (Bldg. 158; 254-526-1166): Offers free counseling services to students and staff to overcome issues of personal, educational, or professional concerns!

Service Animal Policy

Only dogs (and in some cases miniature horses) are recognized as service animals under Titles II and III of the ADA. A service animal is a dog individually trained to do work or perform tasks for an individual with a disability: the work or task must be directly related to the person's disability. Dogs not trained to perform tasks that mitigate the effects of a disability, including dogs used purely for comfort or emotional support, are NOT service animals.

In compliance with ADA, the service animal must be permitted to accompany the individual with a disability in all areas of the campus where students/the public are normally allowed to go. Per ADA, allergies and fear of dogs are not valid reasons for denying access or refusing service to people using service animals and service animals are not required to wear a vest, ID tag, or specific harness. DSS may require the student provide proof of vaccinations for the service animal.

Per ADA law, only the following questions are permitted to be asked in regards to service animals:

- Is the animal necessary for the person's disability? You cannot ask the person what his/her disability is or ask for documentation of the disability.
- What work and/or task is the service animal trained to perform? You cannot request that the service animal perform the task and you cannot ask for documentation for the service animal.

Stress Management Tips for Students:

❖ There are many strategies that students can use to help avoid and manage school related stress. Such strategies include:

*manage your time effectively to meet deadlines and allocate enough time to complete assignments

*create a good study environment free from distractions

*get organized at the start of the semester - have a system to organize notes and keep track of all assignments and test dates