

## **Resource guide for Faculty and Staff**

### **Disability Services:**

The mission of Student Disability Services (SDS) is to ensure that students with disabilities have equal access to educational opportunities at PTC. SDS plays a vital role in creating a college environment that maximizes student success and the total development of the individual. SDS takes a proactive role in working with faculty, staff, administration and students to design and implement programs and services that positively affect identified student goals and outcomes.

### **Counselor for Student Disability Services**

The counselor is the official contact for students with disabilities who request services and/or accommodations to participate in and benefit from College programs and services. Students must voluntarily identify themselves and provide official documentation of disability in order to become eligible for needed aids or adaptations. If documentation is inadequate, the student may be asked to provide additional information/evaluation. The SDS counselor who is housed in the Student Success Center (101A) serves as an advocate for individuals with disabilities to help ensure that qualified students have physical and programmatic access to all college programs/services.

Student Disability Services welcomes consultation with faculty, administrators and staff about appropriate services and modification for individuals with disabilities. The counselor will assist in the implementation of accommodations whenever possible.

Services provided by the counselor may include:

- Confidential maintenance of records for all self-identified students with documented disabilities
- Referral to outside sources for students to obtain documentation as needed
- Development, with the student, of appropriate educational plans including utilization of assistive technology and reasonable accommodations
- Assistance with registration
- Assistance with implementation of accommodations
- Case management
- Counseling