

Frequently Asked Questions

DISABILITY SUPPORT SERVICES

Contact person: Melissa Wood, mwood@hsc.edu, (434) 223-6061

Mail documents to: Office of Disability Services, Attn: Melissa Wood, Box 12, Hampden-Sydney, VA 23943

Any student with a documented disability is eligible to apply for reasonable accommodations. Students who wish to pursue academic accommodations **must register with Office of Disability Services**. If a student anticipates the need for accommodations at any time during his enrollment at Hampden-Sydney College, he is encouraged to complete the request for academic accommodations now so that accommodations are on file and can be implemented when the student desires to utilize them.

To initiate academic accommodations the student must:

1. Complete the Request for Academic Accommodations Form
2. Attach current diagnostic data detailing the specific learning disability or difficulty by a qualified professional. (see disability policy at <http://www.hsc.edu/academics/academic-services/disability-services>)
3. Submit all paperwork to Melissa Wood, Title IX/504 Coordinator, Box 12, Hampden-Sydney, VA 23943
4. Reviewing documentation for reasonable and appropriate accommodations can take several weeks to complete. Students should submit paperwork before August 1st to have accommodations in place for the start of the academic term. Accommodations can be initiated at any point during the academic year; however, they cannot be retroactive.
5. Interim accommodations may also be possible if the student submits outdated testing or diagnostic data supporting a specific diagnosis along with a completed Request for Academic Accommodations Form while he is actively seeking to update their documentation.
6. Once accommodations have been recommended based on the supporting documents, the student must meet with the Disability Services Coordinator to review documentation, obtain his letter of accommodation, review procedures for utilizing accommodations, and to discuss the various supports available to the student.
7. The student must then provide notification of his accommodations to each instructor if he wishes to utilize accommodations in that course.

Hampden Sydney College guarantees all students with documented disabilities equal access to an education limited only by personal ability, and not by disability, and supports students in obtaining reasonable accommodations. This is in compliance with Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990, and the Americans with Disabilities Amendments Act of 2008, which prohibit discrimination based on disability and require equal opportunity to participate in Hampden Sydney College programs.

Hampden Sydney College does not offer programs or courses specifically designed for students with disabilities. However, in addition to reasonable accommodations approved on a case-by-case basis, the College offers all students a variety of support services such as **tutoring, mentoring, advising, workshops, individual academic counseling, career services, and therapeutic counseling**. While these support services are not accommodations, they, along with small classes and an individualized connection to faculty and staff, contribute to an exceptional experience for all students.

Frequently Asked Questions

Is there a stigma associated with being registered for learning accommodations with the Office of Disability Services?

No. It is quite common for students with disabilities to select a small school where they can obtain individualized attention, thus many students at H-SC utilize learning accommodations. These accommodations are **confidential** and others, with the exception of Disability Services Staff and relevant instructors, will not be aware of the student's need for accommodations unless the student shares this information with others. Also, students with accommodations often complete testing at alternate times and locations than their classmates; therefore, other students are unaware of your accommodations.

What are the most common accommodations available in college?

Common accommodations include (but are not limited to): 50% additional time on timed assessments, testing in a reduced-distraction environment, the ability to audio record lectures, the use of a word processor on essays, etc. Please see <http://www.hsc.edu/academics/academic-services/disability-services/accommodations-responsibility-assessment> for a more comprehensive list of potential accommodations.

Who do I speak to if I need accommodations in the residence hall?

While the Office of Disability Service manages only accommodations in the classroom, the Office is the repository for all student disability documentation. The Title IX/504 Coordinator will serve as an advocate for students in addressing accommodations elsewhere in the College like the residence halls and dining services.

My doctor says I should receive unlimited time for taking tests, but the College only gave me 50% additional time. Why?

The college has the responsibility under Federal law to ensure access to its programs and activities by students with disabilities. The Office of Disability Services utilizes a learning consultant to review your professional documentation and to make recommendations on what is regarded as reasonable adjustments to ensure equal access. The College is not required to follow exactly the recommendations made in the documentation provided. However, if the student believes the decision is not fair or appropriate, he may schedule an appointment with the learning consultant to share additional, relevant information to support his request. Each decision will be made on a case-by-case basis.

If I received a language waiver in high school, do I have to take a foreign language at Hampden Sydney College if I was accepted to H-SC?

A student who received a language waiver in high school is not guaranteed a course substitution in college and **MUST** apply for a course substitution to the College's foreign language requirement if a foreign language substitution is desired. This is a process that should be addressed promptly as it can take several months to complete, depending on the recency, relevance and comprehensive nature of the documentation provided. Please review our Language Substitution Policy at <http://www.hsc.edu/academics/academic-services/disability-services/language-substitution> and contact Melissa Wood to initiate this process.

Where is the Disability Services Coordinator (DSC) located?

Students seeking accommodations should visit the Title IX/504 Office located in the Student Health Department or contact Melissa Wood at mwood@hsc.edu or 434-223-6061.