SNAP Services provides assistance and guidance to students with a documented disability to ensure equal access to College of Charleston programs and services.

Who Should Apply?
- Students with a documented learning disability, attention deficit, physical disability or psychological disability
- Students who received accommodations in high school
- Students who have extreme difficulty with language or mathematics courses despite studying an inordinate amount of time

Services Provided
Once a student is approved, SNAP Services provides:
- Special advising and registration;
- Reasonable accommodations specific to individual needs, based on medical documentation or psychoeducational assessment;
- Communication with instructors, upon request, to make them aware of individual student needs and to identify reasonable accommodations;
- Assistive technology (including reading software, Dragon Naturally Speaking, JAWS and Zoom Text);
- Alternative courses to foreign language and mathematics/logic requirements if need is documented.
(If math is considered to be an essential component of the student's major – a major in education or business, for example – alternatives to math/logic may not be used.)

How do I apply?
- Complete a SNAP application form, which can be obtained on the CDS website or by calling 843.953.1431.
- Submit the application and required documents to CDS/SNAP Services. Reports must meet the criteria outlined in this brochure.
- Students will receive a letter of approval or denial within two to four weeks. If approved, make an appointment with a SNAP administrator to identify the services available to you; if denied, you may appeal to the Faculty Committee on Academic Standards.
Documents Required to Apply for SNAP Services

All reports should be on letterhead, typed, dated, signed and legible. Please submit two copies.

For a Learning Disability
Submit a psychoeducational report that meets the following criteria:
1. Completed within the last three years.
2. Administered by one of the following:
   - Licensed psychologist or neuropsychologist
   - School psychologist I, II or III (administered while student was enrolled in the school district where school psychologist was practicing)
   - Licensed school psychologist
3. Includes:
   - A clear diagnostic statement based on DSM criteria or an IDA category if evaluated by a school psychologist
   - Measure of aptitude (e.g., WATI)
   - Measure of achievement (e.g., WJ-Ach)
   - Measure of information processing (e.g., WJ-COG), strongly recommended but not required
   - All scores (subtest scores, standard scores)
   - An explanation of the scores and description of the current functional impact of the disability
   - Supportive data for recommended accommodations
   - The evaluator’s signature, credentials and licensing number

Please note: A diagnosis of ADHD does not entitle the student to alternative courses in foreign language or mathematics. The student must have a relevant accompanying learning disability or processing deficit to qualify for alternative courses.

For a Physical Disability*
Submit medical documentation that meets the following criteria:
1. Completed or updated within the last three years.
2. Completed by a professional qualified to diagnose the disability
3. Includes:
   - Diagnosis and date of diagnosis
   - Dates of treatment and treatment provided, or appropriate reports (e.g., audiogram)
   - The functional impact of the disability in an educational setting
   - The evaluator’s signature and credentials

* Documentation forms for psychiatric/psychological disabilities or physical disabilities are available at CDS or on the CDS website. The evaluator, in lieu of a written report, may complete this form.

For a Psychiatric or Psychological Disability*
Submit a report that meets the following criteria:
1. Completed within the last six months. (The changing nature of psychiatric and psychological disorders makes recent information essential to identifying accommodations appropriate to the current impact of the disorder.)
2. Administered by one of the following:
   - Licensed psychologist
   - Psychiatrist
   - Licensed professional counselor
   - Clinical social worker
   - Psychiatric nurse practitioner
3. Includes:
   - A DSM diagnosis
   - Current GAT score
   - A description of presenting symptoms, including severity and duration, and relevant medical history
   - Dates of treatment and type of treatment provided, including medications prescribed and side effects
   - The expected progression of the disorder
   - The functional impact of the disorder on the student in an educational setting during the previous six months
   - The evaluator’s signature, credentials and licensing number

For Alternatives to the Foreign Language and/or Math/Logic Requirement
Address a letter of appeal to:
Director
Center for Disability Services
College of Charleston
66 George Street
Charleston, SC 29424

1. In the letter, briefly tell about yourself. Include how long you have attended the College of Charleston or when you will be attending, and your major or potential major. If you have been previously diagnosed with a learning disability, please explain.
2. State whether you are appealing for alternative courses to the foreign language or math/logic requirement or both.

SNAP Application Checklist
Be sure to include:
- SNAP application form
- Two copies of documentation
- Two copies of letter of appeal for alternative courses, if applicable

Mail your packet to:
Center for Disability Services
College of Charleston
66 George Street
Charleston, SC 29424