

College of Charleston
Center for Disability Services
Information Session

Center for Disability Services/SNAP

- We work with students, faculty, and staff to ensure that all students at CofC have equivalent access to campus curricula, facilities, services, and resources through **universal design, accommodations, and creative solutions.**



Student Overview

Any student with a documented disability is welcome and encouraged to register with CDS/SNAP

We serve about 10% of CofC's student population

How We Support Students

- Individualized accommodations
- One-on-one appointments
- Programming
- Transition Support



Connecting with Disability Services

1. We require [documentation](#) of the student's disability to determine eligibility.
2. Complete an [Application for Services](#) and upload it along with your documentation to us via [SecureShare](#).
3. Keep an eye on your CofC email regarding "next steps" to getting set up with accommodations.

Example of “Next Steps” Letter

June 14, 2022

Dear Ms. Cougar:

Your Application for services and disability-related documentation has been received and reviewed.

The most important part of our process is to ensure you have your accommodations. You have two options to chose from:.....

Connecting with Disability Services (cont.)

Please apply as soon as possible!

We receive more applications the closer we get to the Fall semester, which results in longer processing times.

It may take up to two weeks for your application to be processed at our busiest time, and we need time beyond that to meet with you to determine accommodations.

A “FAQ” about Documentation

- Can I use my IEP or 504 Plan as my only documentation?
- IEPs and 504 Plans can be helpful to document that you had accommodations in high school or before, but they usually do not provide the specific information about the disability that we use to determine what accommodations are reasonable in a college setting. An exception to this are IEPs that include psychological testing within them. Please see the CDS/SNAP website for much detail about our [documentation criteria](#).

Did you have a foreign language waiver in high school?

- Consider requesting alternatives to the College's General Education foreign language requirement by [submitting a letter](#) with your application.
- *What are foreign language alternatives?*
- [Classes](#) that provide the same content received in the traditional foreign language sequence, but without learning a foreign language.

(ADHD and Psychological Disabilities alone will typically not qualify a student for alternative courses.)

Do you have dyscalculia or a specific learning disability in mathematics?

- Consider requesting alternatives to the College's General Education math/logic requirement by [submitting a letter](#) with your application.

What are mathematics alternatives?

- They [contain a mixture of math and alternative courses](#).

If math is an essential component of the student's declared major (e.g., business, psychology, etc.), alternatives to the math/logic requirement will not be applicable.

Accommodations

- Are individualized per student and how their disability impacts them.
- Students are encouraged to schedule a **Zoom** “Welcome Meeting” with the CDS/SNAP Administrator who approves their application and documentation submitted to discuss accommodations and resources. We might suggest something you’ve never considered before (e.g. accessible technology).

Professor Notification Letter (PNL)

- Students provide this letter to their professors within the first or second week of classes. Students are encouraged to schedule a **face to face or virtual** meeting with each professor to deliver this letter.
- The disability is not identified.
- Professors are instructed to contact CDS/SNAP if any accommodation is one that they feel they cannot provide or is not applicable to their course in order to discuss possible alternatives that will also provide the student equal access.
- We often collaborate with our professors when they have questions or concerns.

[Tips for Talking with Professors](#)

Example of Professor Notification Letter (PNL)

June 14, 2022

Re: Imma Cougar
CWID: 12345678

Dear Professor:

This letter is to confirm that Imma Cougar, a student in your class, has provided the College of Charleston with proof of a disability.....

Documentation supports the following accommodation(s):.....

Course Registration Strategies

- **Space out your class times**
 - To ensure you have enough time to complete a test with accommodations without missing another class.
- **Advocate for yourself**
 - If you are uncomfortable taking a particular class, don't take it this first semester. You're in charge of your course selection.
- **Take 4 or 5 classes (12-15 credits max)**
 - Quality over quantity. If you had lots of support in high school, go light the first semester. You don't want to be overwhelmed.

Other Considerations When Creating Your Class Schedule

- Try to build a balanced schedule that is challenging, but also sign up for a class or two that you believe will be a little easier and one or two courses that are General Education requirements.
- Think about your academic strengths as well as barriers you face due to your disability.
- Look at course requirements from your chosen major or an area that you want to learn more about or are thinking about as a major.

Before Returning in August

- Create a visual class schedule for yourself
- Aim for 2-3 goals to achieve this semester
- Look up the various [support services](#) you plan to use in the fall
- Make sure you have a plan in place if you're currently receiving counseling/therapy and/or taking medication

What Can Families Do to Help?

- Listen and provide support, but try to give your student space to figure it out on their own. Resist the urge to “fix” the problem for your student.
- Encourage your student to make connections. Direct your student to talk with CDS/SNAP, professors, academic advisor, and other individuals who can provide assistance.
- CDS/SNAP welcomes a parent’s (or other individual) appropriate involvement. However, be aware that because of FERPA, CDS/SNAP cannot share information without the student’s written permission.

When You Return in August

- [Weeks of Welcome Activities](#)

- 10am-12pm Drop-in sessions for Q&A August 23-26 in CDS/SNAP (Lightsey Center 104):

- Questions about....

- Status of application (if process of getting set up with accommodations not finished before August 23)?
- Campus resources?
- Your accommodations?

Questions?

Please reach out to us!

snap@cofc.edu

843-953-1431