

Accessing Services for Students with disABILITIES



General Information

MISSION

Central Piedmont Community College is an innovative and comprehensive college that advances the life-long educational development of students consistent with their needs, interests and abilities, and strengthens the economic, social and cultural life of its diverse community.

The College accomplishes this purpose by providing high-quality, flexible, pre-baccalaureate and career-focused educational programs and services which are academically, geographically and financially accessible. This purpose requires a fundamental commitment to teaching and learning excellence.

The mission of Services for Students with disABILITIES (SSD) is to ensure that students with disabilities have equal access to educational opportunities at CPCC. Our choice of departmental name acknowledges minimizing the “dis” and accentuating the student’s ABILITIES. SSD provides assistance and encouragement to meet the challenges of college life. Believing that students with disabilities can better advocate for their needs with greater success, we at CPCC strive to empower students in every way possible. We are committed to the belief that each student is unique. By empowering students to maximize their abilities, the foundation for college success is implemented.

THE LAW

Under the provisions of Section 504 of the Rehabilitation Act of 1973, all colleges and universities receiving federal financial assistance are legally bound to prohibit discrimination in the recruitment process, the admissions process and the educational process of students with disabilities. Students with documented disabilities are entitled to receive approved modifications, appropriate academic adjustments or auxiliary aids that will enable them to participate in and have the opportunity to benefit from all educational programs and activities at CPCC. Section 504 of the Rehabilitation Act of 1973 is still in effect, and it contains (in Subpart E) more specific information regarding post secondary education than the ADA. For more information about Higher Education’s Obligations Under Section 504 and Title II of the ADA: <http://www.ed.gov/about/offices/list/ocr/docs/auxaids.html>

DEFINITION OF DISABILITY

Section 504 of the Rehabilitation Act of 1973 “No otherwise qualified individual with disabilities in the United States ...shall solely by reason of her / his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Guidelines for Delivery of Services

INITIAL INTERVIEW

In order to determine eligibility and to access services through Services for Students with disABILITIES (SSD), an initial interview is required.

During this interview, you will be able to :

- give your disability history
- discuss academic strengths and challenges
- sign release and confidentiality forms
- discuss reasonable accommodations
- discuss career goals
- discuss program and course selection
- develop a schedule for meeting with your counselor

DOCUMENTATION

In order to be eligible for services and accommodations as a student with a disability, a student must provide Services for Students with disABILITIES with the following information:

- documentation of specific learning disability from a licensed professional; or
- verification of disability from a state rehabilitation agency; or
- documentation of a recent and continuous record of receiving accommodations in the student's last educational setting; or
- verification of a disability from a medical doctor; or
- updated/additional documentation in order to determine specific accommodations.

REASONABLE ACCOMMODATIONS

Accommodations are available at all CPOC campuses. Students who require accommodations must submit documentation of their disability to the office of Services for Students with disABILITIES. The submitted documentation cannot be more than three years old. Documentation that is more than three years old will need to be updated.

- Step 1 Fill out an Admissions Information Form.
- Step 2 Take placement tests. Call 704.330.6722 to schedule. Students needing testing accommodations must contact Services for Students with disABILITIES at 704.330.6621 or 704.330.6556.
- Step 3 Send high school and college transcripts to Admissions Office.
- Step 4 Meet with a program counselor for orientation.
- Step 5 Register.

REGISTRATION

Services for Students with disABILITIES will provide early/priority registration for specific students (if warranted by their disability). When students register early, the staff at (SSD) will have sufficient time to :

- recruit support personnel: interpreters, notetakers, readers, writers, etc.
- schedule mobility orientation for students with visual and mobility impairments
- modify the scheduling of classes to be physically close together on campus

Services for Students with disABILITIES

ADA ACCESSIBILITY

Central Piedmont Community College continually addresses ADA compliance issues. The ADA compliance officer welcomes your concerns and suggestions. Please contact the ADA compliance officer at 704.330.6424.

MOBILITY TRAINING

Mobility Training for the blind and visually impaired is offered through the Division of Services for the Blind (DSB) 704.342.6383 or the Metrolina Association for the Blind (MAB) 704.372.3870.

Campus accessibility orientation for students with physical disabilities is offered by the counselor for students with physical and visual impairments.

NOTETAKING SERVICES

Notetaking Services are provided by a classmate. This person is selected by the student or the class instructor and referred to the SSD office in TE 219. A contract must be signed by the notetaker in order to receive compensation. A small stipend is paid to the notetaker at the completion of the semester.

TUTORING SERVICES

The College provides tutorial services as a tool for enhancing student success. The SSD counselor will refer the students to the Academic Learning Center and/or Student Support Services.

INTERPRETING SERVICES

One of the most critical components for any program for Deaf and Hard of Hearing students is interpreting services. The success of a student's educational experience is greatly dependent on the quality and availability of interpreting services.

The College employs highly qualified, certified interpreters who are skilled in using American Sign Language. Interpreters function as communication channels between students, instructors, and classmates. Deaf and Hard of Hearing students may also request interpreting services for any College related functions. Interpreting services are available at each campus.

Deaf and Hard of Hearing students must request interpreting services from the SSD office before the semester begins.

TESTING ACCOMMODATIONS

Testing Accommodations are based upon the student's documentation. Testing accommodations may include:

- extended time
- time and a half
- double time
- a less distracting testing environment
- orally administered tests
- an interpreter
- a scribe
- a Braille or an enlarged test

- using the CCTV
- using the computer
- using specific computer software, i.e. ZoomText, JAWS, Kurzweil

Students must request all test accommodations at the beginning of each semester by completing an accommodations form with their counselor.

COLLEGE TEXTBOOKS ON TAPE

Textbooks are available on tape through Recordings for the Blind and Dyslexic (RFB&D) www.rfbd.org. RFB&D is "the nation's education library for people with print disabilities". Students can contact RFB&D at 1.800.221.4792. In addition, SSD has computer software that can scan and read printed materials.

BRAILLE SERVICES

SSD will convert course syllabi, handouts and tests into Braille. Requests for Braille materials must be made to the counselor well in advance, to allow time to convert print material to Braille.

TYPING SERVICES

The Academic Learning Center in Central High has a computer center available to students who desire to do their typing on campus. SSD offers typing services if the student's documentation of disability warrants. The student may dictate his/her paper onto an audio tape. Handwritten legible papers may also be acceptable. A written or audio taped outline of the paper is necessary. A rough draft is prepared and returned to the student. A schedule of when tape/papers are dropped off must be established in order for the student to meet the course due dates.

STUDENT SUPPORT GROUPS/CLUBS

Student Life provides direction, guidance, and resources for numerous on-going campus, organizations, including Student Organizations for Learning Differences Awareness (SOLDA), The Talking Hands Club (Deaf and Hard of Hearing) and Breaking Barriers Club. The purpose of these clubs is to:

- provide students with an opportunity to become acquainted with other students who are dealing with similar issues and concerns.
- make students aware of the resources and facilities that exist on campus and in the Charlotte Metrolina Area
- increase the student's knowledge and understanding of their strengths and weaknesses.

COUNSELING SERVICES

Counseling is an important component of student success. Specific counselors are available to students with disabilities for personal, social, vocational and educational needs. Referrals to campus and community resources are generated by the SSD counselor. SSD counselors are the referral point for requesting academic accommodations.



College Support Programs

ACADEMIC LEARNING CENTER

The CPCC Academic Learning Center (ALC) is committed to helping students in three crucial areas: overcoming difficulties with academic coursework, promotion of independent learning, and proactive endowment of students with skills necessary to promote academic and life-long learning success. The Academic Learning Center is here to serve all of the tutoring needs of the students at CPCC. For any student who needs individual assistance in addition to that which they are receiving in the classroom, there are lab facilitators at each campus ready to help.

CAREER SERVICES

Career Services provides a variety of resources to help you explore careers and search for jobs. Career counseling is available by appointment for CPCC students currently enrolled in a curriculum program, and assistance searching for jobs is available on a walk-in basis. Lists of full-time and part-time jobs as well as internships and volunteer positions are available on our web site. The job list and information resources are available to students 24 hours a day online.

COMPENSATORY EDUCATION

Compensatory Education provides free noncredit adult education classes for adults with a developmental disability or brain injury (TBI). The classes are held on the main campus and at other community locations. Registration is done in class, any time during the first two-thirds of the semester. Each class provides services designed for students with a particular type of need. Two types of courses are offered: Basic Life Skills Courses and Single Focus Courses. For more information contact 704.330.6033.

COOPERATIVE EDUCATION PROGRAM

Co-op is an effort between employers and the college to provide valuable, paid, career-related jobs in the students' chosen career field. Students benefit from the opportunities gained by building a career-oriented work record, thus increasing the students' marketability and value to employers upon graduation. Co-op also offers a chance to make wise career choices by identifying interests and talents and exploring options within the field of study.

STUDENT SUPPORT SERVICES

The CPCC Student Support Services (SSS) is a federally funded program that provides opportunities for eligible students to develop to their fullest potential. SSS provides students with academic services designed to motivate them toward a successful completion of their college education. These services include tutoring, educational counseling, college success/study skills workshops and college transfer information.

Community Resources

N. C. VOCATIONAL REHABILITATION (VR)

This state agency may provide financial and other support services for high school student and adults with disabilities. Determination is based on financial need, evidence of disability, and attainable vocational and academic goals. Students who wish to apply may do so by contacting their local state NC V.R. office. SSD counselors will refer students to this agency. Contact NC V.R. at 704.568.8804 (voice) or 704.569.1192 (TTY)

N.C. DIVISION OF SERVICES FOR THE BLIND (DSB)

DSB is similar to NC Vocational Rehabilitation. This agency provides services to people with visual impairments. Many of our services are mentioned on DSB's web site.

www.dhhs.state.nc.us/dsb/aboutus.htm

The services provided to you will be determined through talking with a Counselor or Social Worker for the Blind. Contact DSB at 704.342.6383.

CHARLOTTE REGIONAL RESOURCE CENTER FOR THE DEAF AND HARD OF HEARING (CRRCDHH)

This agency provides advocacy, information, referral, interpreting referral, assistance with legal and other matters for deaf and hard of hearing community residents. Workshops and other training avenues that are of interest to deaf and hard of hearing individuals are provided for the community. The services are free for the local deaf community. For more information call 704.568.8558 (voice) or 704.568.8505 (TTY).

PROGRAMS FOR ACCESSIBLE LIVING (PAL)

PAL is an advocacy organization helping guard the rights of people with any disability and empowering folks to be as independent as possible. Most of the employees at PAL have been or are still living with some disability. They have vast resources of experience and information regarding disability issues such as locating resources, protecting people's rights, researching laws, understanding rights under the ADA (American with Disabilities Act) and finding recreation opportunities. They can be reached at 704.537.0550, voice/TTY.

SPECIAL TRANSPORTATION SERVICE (STS)

STS provides door-to-door transportation for individuals who are certified according to the guidelines contained in the Americans with Disabilities Act (ADA) to ride within Mecklenburg County. To learn more about STS and request an application for eligibility, call 704.336.2637 or visit us on the web at www.ridetransit.org

GOODWILL INDUSTRIES

Goodwill Industries provides workforce development services that enable individuals with employment barriers to achieve their highest level of personal and economic independence. For additional information contact 704.372.3434.

CMC BEHAVIORAL HEALTH

Behavioral Health provides many services and programs. Their goal is to "provide the treatment needed and the support patients deserve as they confront and conquer their mental health problems." To schedule and appointment call 704.358.2810.