

ten test instead of actually repairing an engine. The essence of the course is to actually repair the engine not to talk or write about it.

Do I Need an Accommodation?

Ask yourself these questions*

- 1) Do I have a physical, mental, or emotional disability that affects my ability to study, learn, process information, access classrooms or resources or otherwise limits or interferes with my abilities to be a successful student?
 yes no
- 2) Do I have problems studying, learning, processing information, concentrating, or getting things done, even though I have never been diagnosed with a disability?
 yes no
- 3) Did I need or receive accommodations in high school or on a job?
 yes no

- 4) Did I have an IEP or Individual Education Plan in high school?
 yes no
- 5) Did I have a 504 plan?
 yes no

* If you answered yes to one or more of the five questions, you *may* need an accommodation. You should contact Access Services and ask for information about accommodations. Staff at Access Services may help you determine whether you are eligible or not.

What Do I Do?

You must provide documentation of your disability to the college in order to receive an accommodation. It is very important that you understand that you should not wait to request accommodations until you are doing poorly. This is a mistake that many students make and it is costly. Register and get approval for appropriate accommodations as soon as you can to help improve your chances for success.

Accommodations for Students with Disabilities

Winona State University
Access Services
314 Maxwell Hall
access@winona.edu
www.winona.edu/accessservices

Voice: 507-457-5878
FAX: 507-457-2957
MN Relay Services:
1-877-627-3848

Text Developed by:
Sean Lancaster and Daryl
Mellard
University of Kansas
Center for Research on
Learning
Division of Adult Studies

This Brochure is available in an alternative format upon request.

Accommodations for Students with Disabilities

A short guide to explain accommodations and to help you determine if you need one



Accommodations

Laws require schools to provide aids, services and other accommodations to qualified students with disabilities, who need an accommodation to participate in school. This brochure will explain information about various accommodations and help you find out if you *may* qualify for an accommodation.

What is an Accommodation?

An accommodation is a modification or support that gives a student with a disability an equal opportunity to participate and benefit from school. Think of accommodations as adjustments to how things are normally done.

Using an effective accommodation will help you succeed in areas in which you have had difficulty in the past. In other words, using effective accommodations will increase your chances for success.

Think of any accommodations you used in the past and write them down: _____

What are Categories of Accommodations?

Accommodations are in several different categories. Below are brief descriptions and examples of the most common categories of accommodations that permit a student with a disability to participate in the educational process.

1. Change to a classroom environment or task. Examples include providing a quiet room for test taking and other test taking accommodations (i.e. providing extended time, giving the exam in alternative formats, permitting the use of a dictionary or spell checker, and repeating instructions) and providing written materials in alternative formats such as large print, Braille, computer disk, or audio tape.

2. Removal of architectural barriers. Examples include adapting a dorm room to meet the needs of a student who uses a wheelchair and installing better lighting in classrooms to assist students with low vision.
3. Modifications to policies, practices, or procedures. Examples include providing course substitutions and extending timelines for completing assignments.
4. Provisions of auxiliary aids and services. Examples include providing sign language interpreters, notetakers or scribes, tape recorders, and readers.
5. Other adaptations or modifications that are necessary for students to enjoy the benefits and privileges of the school's program, services, and/or activities.

Schools must provide these types of accommodations free to qualified students with disabilities.

What Accommodations Won't be Provided?

- Personal devices such as wheelchairs, hearing aids, or glasses, and personal services such as assistance with eating, toileting, or dressing will not be provided.
- Accommodations that lower or change classroom standards or program standards too much will not be provided. For example, although instructors may allow alternative assignments or tests, these alternatives will not be easier or harder than the ones they are replacing.
- Accommodations that are too expensive or require too many people to make it work.
- Accommodations that would change the essence of a program will not be provided. For example, a person taking a class in small engine repair who has limited use of his hands could not ask to take a writ-