

Student Checklist for Assistance during Temporary Conditions

Temporary conditions are conditions such as a broken leg, illness, or hospitalization. They are not disabilities and are not covered by the Americans with Disabilities Act. If you are a student who has recently been hospitalized, had an accident, had a family emergency, or complications of a pregnancy, you may want to be aware of the following information. You may need only a few of these resources; all are included for your convenience. It may be helpful to provide campus offices with your cell phone number.

___1) Contact each of your **professors** to let them know of your absence as soon as possible. Clarify what you need to do while you are away from class and follow up promptly. If you cannot meet a deadline, be sure to contact your professor to ask what you need to do. Any changes in deadlines are at the professor's discretion.

___2) In addition, you may ask the **Dean of Students Office** to notify your professors of your absence. This is not an excused absence, but an official WSU absence notification. Contact Joan Kauphusman at jmkauphusman@winona.edu or 507-457-5300. (This does not take the place of #1).

___3) If your **class notes** are not on D2L, ask a classmate to take notes in each of your classes and email the notes to you. Thank them.

___4) **Health & Wellness Services** provides medical assessment, diagnosis, and treatment. Documentation of medical treatment can also be provided. Call 507-457-5160 or visit IWC 222 to schedule an appointment.

___5) Do you need **crutches**? Health & Wellness Services sells them for approximately \$40. Ankle, knee, and neck braces can be purchased at Goltz Pharmacy (507-452-2547). Winona Health's Durable Medical Equipment department (507-457-7703) also has an extensive list of equipment available.

___6) Contact your **roommate, Resident Assistant, and/or Hall Director** if you live in the residence halls. Your roommate or fellow residents may be willing to help you with accessing food services. You can also ask Food Service employees for assistance when in Jack Kane Dining Hall and Lourdes Cafe.

___7) Do you need help getting around?

- The **WSU Shuttle** provides transportation between West Campus, East Lake Apartments, and the Main Campus. Visit the shuttle website, <http://www.winona.edu/transportation/shuttle.asp> for the schedule, or contact Security at security@winona.edu or 507-457-5555 with questions. The East Lake Shuttle makes a stop at Wabasha Hall. This would be helpful for students who may be on crutches and have a class in Wabasha Hall.
- **Parking Services** provides a free temporary parking permit with medical documentation for two weeks; contact parking@winona.edu or 507-457-5062.

___8) Communicate with your **professors** by email and keep a file of your communication during your absence. This is your primary communication regarding your academic progress, so place top priority on it.

___9) All WSU students are welcome to use the free academic assistance provided by **Tutoring Services** (www.winona.edu/tutoring). Email TutoringServices@winona.edu or call 507-457-5680.

___10) **Counseling & Wellness Services** provides emotional/mental health therapy and support. Contact: counselingservices@winona.edu or 507-457-5330.

___11) If you have a documented disability, contact **Access Services** at access@winona.edu or call 507-457-5878. You may be able to arrange academic accommodations for tests that are missed during your temporary condition. If the temporary condition becomes a permanent disability, then you may want to register with Access Services.

___12) If you currently participate in the **TRIO Student Support Services** program, please contact your SSS advisor for personal support and academic advice. Contact: StudentSupportServices@winona.edu or 507-457-5465.

Winona State University Resources for Students

Access Services

Maxwell Hall 314
507-457-5878

www.winona.edu/accessservices
access@winona.edu

Counseling & Wellness Services

Integrated Wellness Center 222
507-457-5330

<http://www.winona.edu/counselingservices>
counselingservices@winona.edu

Dean of Students Office

Kryzsko Commons 230
507-457-5300

www.winona.edu/sld/dean-of-students.asp
StudentLife@winona.edu

Health & Wellness Services

Integrated Wellness Center 222
507-457-5160

www.winona.edu/healthservices
studenthealth@winona.edu

Housing & Residence Life

Kryzsko Commons 230
507-457-5305

www.winona.edu/housing
reslife@winona.edu

Parking Services

Maxwell Hall 233
507-457-5062

www.winona.edu/parking
parking@winona.edu

Security

Sheehan Hall 118
507-457-5555

www.winona.edu/security
security@winona.edu

Student Support Services (TRIO)

Krueger Library 219
507-457-5465

www.winona.edu/trio/
StudentSupportServices@winona.edu

Tutoring Services

Krueger Library 220
507-457-5680

www.winona.edu/tutoring
TutoringServices@winona.edu