All services for students with special needs are coordinated through the Learning Assistance Laboratory (LAL) located on the second floor, room 218 of the Campbell Learning Resources Center.

Our staff is ready to work with you to maximize student success and minimize instructor frustration.

For further information and assistance call Dr. Cindy Riedel, extension 4164.

Monroe County Community College is an equal opportunity institution and adheres to a policy that no qualified person shall be discriminated against because of race, color, national origin or ancestry, age, sex, marital status, or disability in any program or activity for which it is responsible.
Physical Disabilities

As stated in the Monroe County Community College's Credo Regarding Handicapped Persons (1984:1.65[a]), the College emphasizes a person's abilities rather than stigmatizing their disabilities. The College recognizes that while students learn in different ways, their differences do not imply inferior capacities. Thus, there is no need to dilute the curriculum or reduce course requirements. However, the College also acknowledges that special accommodations may be necessary to bring these students "as fully as possible into the mainstream of the College."

Modifications may be needed in the way the information is presented or in the methods of testing and evaluation.

General Suggestions for Helping Students with Disabilities

- Remember that students with disabilities are people. They are like anyone else, except for the limitations of their disabilities.
- Relax. If you don't know what to do or say, allow the person who has the disabilities to help put you at ease. Ask the person the best way of giving assistance.
- Offer assistance but wait until it is accepted before giving it. Respect the person's right to indicate the kind of help needed, or to refuse help.
- Appreciate what the student can do. Treat the handicapped as a healthy person. Because an individual has a functional limitation does not mean the individual is sick. Some handicaps have no accompanying health problems.
- Be considerate of the extra time it might take for the person to get things done. Let him/her set the pace in walking or talking.
- Don't assume that a lack of response indicates rudeness. In some cases the student may seem to react to situations in an unconventional manner or may appear to be ignoring you.

Services Available

- Advising and Registration
- Counseling
- Alternative Testing Arrangements
- Handicapped services including parking stickers, elevator keys, etc.
- Audiovisual adaptive equipment
- Special Study Skills
- Tutoring
- Individualized Assistance
- Referral and Cooperation with Local Agencies

In order to receive any of these services, the student must present written verification of his/her disability. This documentation must be signed by a licensed professional, certified to make such determinations. The type and extent of services is based on the assessment of individual needs and the degree to which services would benefit each student.

Responsibilities of the Students

One of the primary goals of any educational program is to foster personal growth and independence. Accepting assigned responsibilities and advocating for one's self are two important steps to reach that goal. The following responsibilities are conditions which are expected to be met by all students, including those receiving special services:

- regular attendance at all class sessions
- notification of absence to the instructor(s) and LAL, at least two hours before services are requested
- complete all assignments, projects and/or readings by the expected deadline
- meet with the LAL coordinator at least twice during each semester
- be on time for all LAL appointments including counseling, tutor, faculty specialist or study seminars
- be re-evaluated each semester for continued services