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331-07

DISABILITY SUPPORT SERVICES



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C.W. POST CAMPUS



DISABILITY SUPPORT SERVICES

In support of the educational development of students with disabilities, the Office of Disability Support Services, which is part of The Learning Support Center, provides assistance – at no charge to students – that is consistent with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. The Office of Disability Support Services (DSS) assists students in securing the necessary accommodations from academic departments and other offices if needed. It is the collaborative effort between the student with a disability, the faculty/staff member, and the DSS Office that best contributes to student success. It is the mission of the DSS Office to ensure that students with disabilities have equal access to all aspects of university life.

Who is Eligible for Services?

Under the legislation, a person with a disability is someone who has an impairment that substantially limits one or more major life activities. Such disabilities include, but are not limited to, physical, learning, psychological, social, medical, and sensory. These laws have been designed to remove barriers in order to allow qualified individuals with disabilities to enjoy the same opportunities that are available to persons without disabilities.

Procedure for Receiving Accommodations

1. Students with disabilities who desire accommodations must submit appropriate documentation of their disability to the DSS Office. In most cases, appropriate documentation should be no older than 3 years, and should include a diagnosis of a disability, testing and results that explain the nature of the disability, the way it currently impacts the student academically or otherwise, and suggestions of accommodations that might work for the student.

2. Professional staff will review and evaluate the documentation and establish confidential files. Information regarding a student with a disability is considered confidential and will not be released to anyone without written permission of the student.
3. Once the documentation has been evaluated and accepted, the Assistant Director of the DSS Office will meet with the student, discuss appropriate accommodations, and provide the student with letters that notify faculty of these necessary academic accommodations. Other campus departments will be notified, as necessary, of the need for additional accommodations noted in the student's documentation.

It is encouraged that students contact the Office of Disability Support Services well in advance so that appropriate accommodations can be arranged.

Services Available

Reasonable accommodations are determined on a case-by-case basis according to documented need and are coordinated primarily between the student and the individual faculty member. Typical accommodations include: extended time for testing, separate location for testing, readers and/or scribes for exams, note takers, books on tape, sign language interpreters for the deaf or hard of hearing, and assistive technology. Accessible classrooms and residence hall facilities can be arranged when necessary.

The Office of Disability Support Services is committed to providing assistance and advocacy to students with disabilities as well as education for the campus community.

Brochure available in alternate format upon request.