

Request for Disability Support Services

North Georgia Technical College

Student Name: _____ Student ID: _____

Address: _____

City: _____ State: _____ Zip: _____

Quarter: _____ Email Address: _____

Student Type: New Student Current Student

Campus: Clarkesville Blairsville Currahee

Disability:

- | | | |
|--|---|---|
| <input type="checkbox"/> Visual Impairment | <input type="checkbox"/> Hearing Impairment | <input type="checkbox"/> Manual/Mobility Impairment |
| <input type="checkbox"/> Medical Impairment | <input type="checkbox"/> Psychological Impairment | <input type="checkbox"/> Learning Disorder (LD) |
| <input type="checkbox"/> Traumatic Brain Injury | <input type="checkbox"/> Attention Deficit Disorder | |
| <input type="checkbox"/> Other health impairment (list details): _____ | | |

Referred to Special Services by: Self Referral Vocational Rehabilitation (list details below)

High School (list details below) Other (list details below)

Counselor/Contact Name: _____

Address: _____

Phone: _____ Agency/School: _____

Services Requested for:

- Admission Placement Test (ASSET test) accommodations needed: _____
- Classroom accommodations needed: _____
- Career Guidance
- Residence Hall accommodations needed: _____
- Other: _____

Person completing this form: _____ Date: _____

Return this form along with proper documentation of the disability to the Career Development Director (NGTC, PO Box 65, Clarkesville, GA 30523).

All disabilities that affect learning and/or require a physical alteration will require current documentation (within the last three years) that verifies the disability, clarifies the areas of learning affected, and states the accommodations recommended as appropriate.

North Georgia Technical College does not discriminate on the basis of sex, race, color, age, national origin, or disability in any of its programs or services.

North Georgia Technical College Diagnostic/Documentation Requirements for Disabilities

All disabilities that affect learning and/or require a physical alteration will require current documentation (within the last three years) that verifies the disability, clarifies the areas of learning affected, and states the accommodations recommended as appropriate.

Criteria for Learning Disabilities

- Psychological Profile not more than 3 years old or Adult normed psychological test signed by an individual with the credentials to make the diagnosis
- Specific learning disability must be stated
- Individually administered intelligence test
- Information processing
- Oral language skills, social emotional status, specific academic deficits assessed
- Achievement assessment-in math, reading, written language skills
- Assessed using appropriate age norms
- Suggestions on possible accommodations for student

Criteria for ADD/ADHD

- Documentation written on letter head and signed by an individual with the credentials to make the diagnosis
- Self report of at least 3 major behaviors from DSM-IV
- Observations from 2 professionals working independently with student under direction and time constraints
- Documentation of 2 scales of ADHD behaviors
- Schizophrenia, borderline personality disorder, autism or mental retardation not the primary disability
- Suggestions on possible accommodations for student

Criteria for Brain Injuries

- Documentation written on letter head and signed by the specialist detailing the impact of the limitations on ability to participate in post secondary program
- Current assessment using adult norms of cognitive and psychological strengths and limitations, readiness to participate, and preferred learning style from a neurologist or other appropriate medical specialist
- Evidence that impairment substantially limits one or more major life activities
- Suggestions on possible accommodations for student

Criteria for Visual, Hearing, Health, and Mobility Impairments

- Documentation written on letter head and signed by an individual with the credentials to make the diagnosis
- Include the specific diagnosis for visual/hearing/health/mobility impairment and attach any test results which measures limitations on learning
- Report should include any medications or aids used by student, including effects these have on the limitations on learning
- Suggestions on possible accommodations for student

Criteria for Psychological Disorders

- Be written on letterhead of diagnostician and signed by individual with credentials to make diagnosis
- DSM-IV diagnosis/date of diagnosis
- Assessment procedures used to make diagnosis and attach any tests used to measure learning limitations
- Major symptoms currently being manifested and date of last visit
- Level of symptom severity (Global Assessment of Functioning) and what is treatment plan and prognosis
- Report should include current medications student is taking and the impact it has on learning
- Suggestions on possible accommodations