



# Accessibility Services



Chesapeake College  
Your time. Your place. Your path.



## **The Office of Accessibility Services**

Chesapeake College is committed to providing access to all programs, events and activities for qualified students with disabilities. Services are offered at both the Wye Mills and Cambridge Center campuses. Students can meet with the Director or OAS staff by walk-in or appointment. New students should contact the office at least two weeks prior to scheduling their placement test.



# Accessibility Services



## Our Purpose

The Office of Accessibility Services (OAS) works with faculty, staff and students to provide reasonable accommodations so students can have equal access to the college and its programs and activities. The Office operates under the mandates of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act, and other relevant state and federal laws.

Chesapeake College is committed to the assurance that no qualified person shall by reason of a disability be denied access to, participation in, or the benefits of any program or activity operated by the College.



## Reasonable Accommodations

Examples of reasonable accommodations and services available to qualified students include:

- Handicap parking
- Audio recording of class lectures
- Extended time for tests and exams
- Exams administered in the Testing Center
- Priority seating
- Readers, interpreters, note-takers
- Zoom Text Magnification software
- Kurzweil 3000 software

Additional Support Services:

- Tutors
- Academic Support Center
- Writing Center
- Student Support Services

## Requesting Accessibility Support Services

- 1 Please complete the Accessibility Services Self-Disclosure Form at [www.chesapeake.edu/accessibility-services-self-disclosure-form](http://www.chesapeake.edu/accessibility-services-self-disclosure-form). You will be contacted to discuss the process to receive accessibility services.

Students can also stop by the Office of Accessibility Services located in the Learning Resource Center, room 113, on the Wye Mills Campus.

- 2 Based on your diagnosis, you must submit either your comprehensive psychological

evaluation or a completed verification form from your service provider or doctor. Please note: the documentation must support each accommodation you request.

### Your documentation should include:

- a current diagnosis statement identifying the disability
- the date of the current diagnosis evaluation
- the date of the original diagnosis
- a description of the diagnosis criteria and/or the diagnostic test used
- a description of the current functional impact
- all treatment, medications, assistive devices/services currently prescribed or used
- the credentials of the diagnosing professional
- professional recommendations regarding accommodations and services

- 3 The OAS staff will review and discuss the accommodations for which you are eligible based on the documentation provided. An accommodations plan will be developed to be shared with your instructor(s).

**SPECIAL NOTE:** Your accommodations plan needs to be updated each semester. The director will regularly meet with students throughout the semester to offer additional support and services.





## Contact

For more information, visit  
[www.chesapeake.edu/students/accessibility](http://www.chesapeake.edu/students/accessibility)  
or contact:

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Director of Accessibility Services  
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