



***Welcome to
Ohlone College
DSPS!***

Ohlone College

Disabled Students Program and Services

The DSPS Program at Ohlone College offers support services for students with disabilities of all types. We have personalized counseling, program planning, learning skills instruction, adaptive physical education classes, assistive technology, and accommodations needed for students to meet their academic and career goals.

Counseling Services:

- Priority registration, placement testing
- Specialized academic advising and program planning
- One on one assistance with compensatory learning strategies
- Career counseling
- Study skills counseling
- Liaison with faculty and school administration to mediate problem situations
- Personal counseling
- Collaboration with the State Dept. of Vocational Rehabilitation

Instructional Services:

- Assessment for LD eligibility at the community college level
- Learning skills classes in math, reading, writing, and career planning
- Adaptive PE classes
- Academic tutoring tailored to students with learning difficulties

Accommodations

- Extended time and/or a distraction reduced environment for testing
- Note-taking assistance
- Scribes or readers for tests/assignments
- Audio books or E-text
- Use of assistive technology and software, alternate media
- Disabled student parking
- Mobility assistance
- CCTV magnifier

****In order to receive services, students need to show proof of a disability verified by a professional qualified to do so. Students exiting high school need to bring in their last IEP with goals and any Psych reports from the school psychologist. LD students will need to be retested. Other disabilities will probably need a report signed by a doctor.**

GUIDELINES FOR RECEIVING ACCOMMODATIONS AS A LEARNING DISABLED STUDENT

TESTING ACCOMMODATIONS

If you are entitled to receive extra time/ distraction reduced setting for testing please follow these steps:

- 1) Go to the third floor of Bldg 5 to the Office of Interpreting and Accommodation Services: Supervisor Kelly Wilmeth room 5309, Phone:510-659-6271.
- 2) There are forms to fill out to request testing accommodations. Please indicate date, time, class, instructor, etc., on the form and give to Kelly or place in the envelope provided.

***Please allow as much time as possible before the test is scheduled
All requests must be submitted AS EARLY AS POSSIBLE before the scheduled exam.***

- 3) Special Services will send a note to your teacher indicating that you are eligible for testing accommodations and request that the exam be sent back to Kelly Wilmeth with any special instructions.
- 4) You show up to Interpreting/Accommodation Services office for the exam, instead of your classroom. You will be proctored and/or further accommodated by Kelly or a member of her staff.
- 5) Kelly Wilmeth will return the exam to the instructor in whatever way he/she has indicated.

Please note: There will be no changes made in the date or time of the test unless specifically indicated by the instructor.

Note: Students are encouraged to share their need for this accommodation with their instructors at the beginning of the semester.

NOTETAKING

- 1) Students who wish to take advantage of note taking services must make their request known to the Supervisor of Special Services, Kelly Wilmeth or to a DSPPS counselor as soon as possible. These accommodations should be limited to classes where notes are important and the student has a difficult time.
- 2) Kelly Wilmeth will notify the instructor to announce this need for a note taker to the class. Our department will provide NCR notepaper to the student so a copy is automatically made.
- 3) Our budget does not currently allow us to pay student notetakers, however note taking volunteers will be given priority registration and a \$100 gift certificate to the bookstore as a thank you.
- 4) Students are encouraged to also take their own notes or tape record the lectures to supplement the note taker's notes.
- 5) Please inform us of any difficulty in getting a note taker.

ALTERNATE MEDIA

It can take several weeks for Audio Books or E-text from the publisher to arrive so put in a request before the semester begins.

- 1) For some requests, you will need to show proof of purchase of the actual text so keep your receipt.
- 2) See a DSPS counselor discuss formatting options and fill out request forms for Audio Books or E-Text.
- 3) Please be able to provide the following information: Book's title, author, copyright date, ISBN number and publisher.
- 4) When your CD, etc. is available, we will contact you. Please pick it up from Kelly Wilmeth in the Interpreting/ Accommodation Services office room 5309, or wherever we arrange when we contact you.
- 5) Return all alternate media to Kelly when the semester is ended. If this doesn't happen, no further accommodations will be allowed until the materials are returned.

Eligibility for LD Services:

- Students must be determined to be eligible to receive LD services based on a Learning Disability Model established by the California Community College Chancellor's Office. If a student has been determined eligible for services at another California Community College, it extends to here.
 - Outside documentation from a private source must be evaluated by the Learning Disabilities Specialist to adapt to the Model or assess where needed.
 - *** Otherwise, students need to go through LD eligibility assessment here at Ohlone by the LD Specialist.
- 1) Make an appointment with Diane Cheney, Learning Disabilities Specialist, 510-659-6536, for an intake interview to determine needed steps for eligibility
 - 2) Undergo assessment for eligibility using state mandated model, if necessary
 - 3) Go through follow-up appointment to review results and formally be granted needed accommodations. The Learning Disability Specialist is the one who identifies needed accommodations based on assessment score results and the intake interview.

OHLONE COLLEGE ALTERNATE MEDIA REQUEST POLICIES **(FOR STUDENTS)**

1. Eligibility for this service is determined by the Disabled Students Programs & Services Coordinator, Counselors, or LD Specialists and is based in part on the professional documentation provided by the student
2. Request for materials in alternative format will be considered on a case-by-case basis. Once a request is made, preference will be given to the format specified by the student. However, the recommendation of DSPS professionals will be used in determining the specific media format for each academic course.
3. Alternate media must be requested each semester needed. For each title requested, the appropriate request form must be filled out and given to the student's DSPS Counselor who will forward the request to the college Alternate Media Specialist.
4. Alternative format requests must be submitted as soon as the student learns of their need: late requests will be honored provided that the student making the request understands that the Alternate Media Specialist will set the timeline for completion of the work accordingly.
5. Turn-a-round times for alternative format requests are determined on a case-by-case basis. Upon review of material to be formatted and converted, the Alternate Media Specialist will notify the student's counselor of the projected completion date. DSPS will make every effort to complete the request in a timely manner.
6. Students requesting materials in E-text format must own a physical copy of the textbook, or obtain all other materials before the E-text will be produced or obtained. (This does not include instructional media) The binders of all textbooks requested in E-text format will be removed if E-text is produced by Ohlone College.
7. The student will not copy or reproduce any material provided by DSPS, nor allow anyone else to do so. Misuse of this material may result in disciplinary action by Ohlone College.
8. Students will be provided with one alternative format copy for each material required for academic use. Materials provided in alternative formats may be copyrighted and may not be reproduced or distributed in a format other than a specified format exclusively for use by blind or other persons with disabilities. Any further reproduction or distribution in a format other than a specified format is in infringement of copyright law.
9. Student questions regarding alternative format request completion should be addressed to the College Alternate Media Specialist at Kkirk@ohlone.edu or (510) 659-7373 or on campus at Building 4 2nd floor rm 4203b.

Differences Between

Secondary Education & Higher Education/ College

K-12	Higher Education/College
<ul style="list-style-type: none"> • IDEA – Mandated free and appropriate education. 	<ul style="list-style-type: none"> • Americans with Disabilities Act of 1990 (ADA) and/or Section 504 of the Rehabilitation Act of 1973. – Laws mandate only that services be provided to “level the playing field”.
<ul style="list-style-type: none"> • District identifies disability. 	<ul style="list-style-type: none"> • Student responsible for providing appropriate disability documentation. • Community college may test for learning disability eligibility. Evaluation services are optional.
<ul style="list-style-type: none"> • District personnel develop the Individual Education Plan (IEP) together w/student and family. 	<ul style="list-style-type: none"> • Student identifies their own needs in conjunction with a DSPS Counselor if necessary.
<ul style="list-style-type: none"> • District ensures that the IEP is implemented and goals are met. 	<ul style="list-style-type: none"> • Student is responsible for requesting services and for own goals and progress.
<ul style="list-style-type: none"> • Student legally entitled to all services identified on the IEP. 	<ul style="list-style-type: none"> • College services not automatically provided. • College decides eligibility based on information provided by a professional in the student’s disability documentation.
<ul style="list-style-type: none"> • Teacher (case carrier) is advocate (parents as well). 	<ul style="list-style-type: none"> • Student advocates for self. • DSPS Counselor may assist upon request by student.

K-12	Higher Education/College
<ul style="list-style-type: none"> • Fundamental alterations (modifications) are allowed to the: <ol style="list-style-type: none"> 1. Program of study. 2. Graduation requirements. 3. Instructional methods. 	<ul style="list-style-type: none"> • No modifications allowed. • Accommodations may NOT alter course or degree requirements or instructional methods.
<ul style="list-style-type: none"> • Success is more of a right. 	<ul style="list-style-type: none"> • No guarantee of success. • Student must have the ABILITY TO BENEFIT FROM COLLEGE INSTRUCTION.
<ul style="list-style-type: none"> • Transportation to and from school provided. 	<ul style="list-style-type: none"> • Transportation services not provided. • Student must be independent.
<ul style="list-style-type: none"> • Personal services provided. 	<ul style="list-style-type: none"> • Personal services (attendant care) not provided.

Services at the college level serve only to level the playing field between students with and without disabilities so the disability doesn't interfere as much with the student's capabilities. There is no "right" to attend college. The student must be able to benefit. We are not obligated to educate. *No modifications are mandated. This means there is no extra time for assignments, no modification on length of assignments, etc.*

NOTE: A 504 plan developed at the K-12 level DOES NOT follow-to-college. A student must qualify for services based on the disability documentation requirements at the college level. High school IEPs and 504 plans are used only to assist the college DSPS counselor with proper placement in classes and assignment of accommodations. They also serve as temporary proof of a history of disability services.

DSPS Staff Ohlone College

Ann Burdett

*DSPS Director
aburdett@ohlone.edu
510-659-6456

Fred Hilke

*Adaptive PE instructor
*Counselor
fhilke@ohlone.edu
510-659-6140

Terry Taskey

*Counselor
*Instructor
ttaskey@ohlone.edu
510-659-6443

Victor Cardenas

*Instructional Assistant
vcardenas@ohlone.edu
510-659-6223

Kathleen Schoenecker

*Instructional Assistant
*Adjunct Instructor
kschoenecker@ohlone.edu
510-659-6513

Jerry Egusa

*Part-time LD Specialist
jegusa@ohlone.edu
510-659-6531

Kelly Wilmeth

* Supervisor, Interpreting and
Accommodation Services
kwilmeth@ohlone.edu
510-659-6271

Kevin Kirk

*Alternate media Specialist
kkirk@ohlone.edu

Sue Owen

*Administrative Assistant to Deaf
Studies and Special Services
sowen@ohlone.edu
510-659-6269

JoyDawn Olla

*Special Programs Assistant
jragan@ohlone.edu
510-659-6079

Rosa Burciaga

*Part-Time Counselor
rburciaga@ohlone.edu
510-659-6526

Diane Cheney

* LD Specialist
dcheney@ohlone.edu
510-659-6536