

# **Disabilities Resources at Warner Pacific College**

## ***Introduction***

Warner Pacific College is committed to honoring and serving God and to developing all members of the body of Christ who come to the College. Specifically, policies and procedures must ensure that students with disabilities will not, on the basis of that disability, be denied equal access to and enjoyment of academic and co-curricular programs or activities or otherwise be subjected to discrimination under programs or activities offered by the College.

Warner Pacific College provides academic adjustments and auxiliary aids for qualifying students consistent with Section 504 of the Rehabilitation Act along with the Americans with Disabilities Act (ADA) and the Americans with Disabilities Act Amendment (ADAA) of 2008.

Any student who has a documented disability that may require accommodation to fully participate in college courses should contact the Disabilities Resource Coordinator (503.517.1577), if possible, more than 30 days prior to the beginning of the semester in which you are seeking accommodations. Accommodations may not be provided retroactively to the request.

It is the intent of this document to outline policies and procedures that ensure the access of individuals with disabilities to College programs and activities. Appropriate sections of this document will be integrated into other College publications (e.g., brochures, catalog) as necessary to ensure implementation.

## ***Mission and Vision***

### **Our Mission**

To ensure equal access for students with disabilities to our classes, programs, resources, and activities that the students are otherwise qualified to receive.

To provide equalized opportunities for students with disabilities to achieve their academic goals with reasonable accommodations and a supportive academic environment.

### **Our Vision**

We act as an advocate for students with disabilities who are seeking full engagement in the college community, coaching and mentoring, providing accommodations, promoting equal access, and self-reliance.

## ***Definitions***

### **Definition of Terms**

For the purpose of clarification, the following terms will have the meanings outlined below:

- A. Auxiliary aids - includes but is not limited to Braille and taped material, sign language interpreters, and other aids for persons with cognitive, sensory, motor, or speaking impairments.
- B. Modifications – includes but is not limited to the use of auxiliary aids in the College’s learning environments; allowances for additional time, physical modification such as ramps, elevators, lifts, seating arrangements, and the like; reduced course loads or work days, additional time for taking exams; substitutions of other acceptable assignments, courses, tests or test formats when necessary to reasonably accommodate equal access for individuals with disabilities.
- C. Person with a disability – means an individual who has a physical or mental impairment that is not transitory and minor (temporary and lasting less than six months), which substantially limits one or more major life activity, has a record of having an impairment, or is regarded as having an impairment.
  - 1. physical disability means any physical or motor condition, anatomic loss, or cosmetic disfigurement, which is caused by bodily injury, birth defect, or illness.
  - 2. mental disability includes (a) developmental disabilities such as mental retardation, autism, or any other neurological conditions; (b) an organic or mental condition that has substantial adverse effects on an individual’s cognitive or volitional functions, such as central nervous system disorders; significant discrepancies among mental functions of an individual, including any mental or psychological disorder; such as head injury; emotional or mental illness; and specific learning disabilities.
  - 3. the term “mental disability” does not include active alcoholism, current drug addiction, or criminal behaviors, and does not include any mental condition, disease or defect that has been successfully asserted by an individual as a defense to any criminal charge.
  - 4. major life activities includes, but is not limited to functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, working, and concentrating.

5. a record of having an impairment means a pre-existing history of, or has been diagnosed as having, a mental or physical impairment that substantially limits one or more major life activity.
6. regarded as having a disability means:
  - a. has a physical or mental impairment that does not substantially limit major life activities but that is treated by a public entity as constituting such a limitation;
  - b. has a physical or mental impairment that substantially limits major life activities only as a result of the attitudes of others toward such impairment; or
  - c. has none of the impairments defined in paragraphs (1-2) of this definition but is treated by a public entity as having such an impairment.

D. Reasonable accommodation – is an adjustment or modification to the learning environment and/or tasks based on the nature of the disability that enables the student to have an equal opportunity to participate in the academic program. The nature of the accommodation is established so as to allow the student to enjoy equal benefits and privileges of the course or program without altering the nature or academic rigor of the program.

### **Programs include but are not limited to:**

Academic majors and degree plans, including course work and practical; research; occupational training; housing; counseling; financial aid; physical education; athletics; recreation; transportation; student organizations; placement; and other educational programs offered by the College.

### **Otherwise qualified person with a disability means:**

Students with disabilities who meet the academic and technical standards required for admission or participation in Warner Pacific College's programs and activities cannot be denied access.

## ***RIGHTS AND RESPONSIBILITIES***

In order to ensure full implementations, two aspects must be considered: (a) the right of the individual with a disability to access the program on the basis of criteria that will not unfairly discriminate because of the disability and (b) the right of the College to set and maintain standards for admitting and evaluating the progress of students.

To assure full consideration of both aspects, this document outlines the rights and responsibilities of the College and the rights and responsibilities of students who are qualified individuals with disabilities. On the basis of the policy, procedures will be developed to create a mechanism for analysis and reasonable accommodation.

## **Rights and Responsibilities of Warner Pacific College**

Warner Pacific College recognizes that its responsibility is to identify and maintain the academic and technical standards that are fundamental to providing quality academic programs while ensuring the rights of individuals with disabilities. To meet this obligation, Warner Pacific:

1. has the right to identify and establish the abilities, skills, and knowledge necessary to meet the standards in its programs and to evaluate applicants, students;
2. has the responsibility to ensure that its information and activities are available in accessible formats and facilities;
3. has the responsibility to evaluate program applicants based solely on their abilities. If any evaluation method or criterion unfairly discriminates against an applicant with a disability, the College will seek reasonable alternative;
4. has the responsibility to select and administer tests used to evaluate students so as to best ensure that test results accurately reflect aptitudes or competencies and do not discriminate against an individual with a disability. Test designed to measure specific skills related to fundamental standards are allowable even when those skills are impacted by the disability;
5. has the responsibility to ensure that all of its programs, viewed in their entirety, including but not limited to academic offerings, housing, transportation, student organizations, counseling, and placement are accessible and usable;
6. has the responsibility to make reasonable modifications for a student with a disability in the delivery, instructional method, and evaluation system of a course.

## **Rights and Responsibilities of Individuals with Disabilities**

An individual with a disability has a right to an equal opportunity to participate in and benefit from programs offered at Warner Pacific College. To ensure this right, individuals with disabilities at Warner Pacific:

1. have the same obligations as any other student to meet and maintain the institution's academic and technical standards, with reasonable accommodations;

2. have the right to an equal opportunity to work or learn. Qualified individuals with a disability have a right to reasonable modifications in aspects of their educational access;
3. have the right to an equal opportunity to participate in and benefit from the academic community. This includes access to services, events, co-curricular activities, housing, and event transportation, when viewed in their entirety, that are comparable to those provided to any student or employee;
4. have the responsibility to advocate for their own individual needs and to seek information, counsel, and assistance as necessary to be effective self-advocates;
5. have the right to information regarding the availability of auxiliary aides and possible modifications as well as procedures for making requests for either;
6. have the responsibility to follow the published procedures for making accommodation requests and to do so in a timely manner with the understanding that some accommodations may take longer to facilitate;
7. have the responsibility to follow published procedures for filing an appeal;
8. have the right to be informed of procedures for initiating further appeal of an institutional decision through external channels.

## ***2016 – 2017 Resources for Students***

The following are some resources students, regardless of having a disability, may want to check out to assist with personal coursework. The college is not responsible for purchasing software or applications for students to use on their personal devices. Free/Open Source ★/ DRC available \*

### **Text to Speech**

- [Word 2010+](#) (Win/Mac)
- [Acrobat Reader](#) (Win, Mac & Linux) ★
- [Read & Write](#) (All)
- [Textaid](#) (All – Cloud based) \*

### **Dictation/Speech to Text**

- [Dragon/Naturally Speaking](#) (Win & Mac)
- [Dragon Dictate](#) (iOS App)
- [Windows Dictation](#)
- [Apple Dictation](#)

## NoteTaker

- [LiveScribe SmartPen](#) \*
- [AudioNote](#) (Android App)
- [NoteTakerHD](#) (iOS App)

## Calendar/Organization

- [Inspiration](#) – Mind Mapping Writing Assistance
- [AirTable](#) – Organizing and Scheduling planner ★
- [Brainstorming Bubbl.us](#) – Mapping ideas ★
- [Outliner](#) – (iOS App) for organizing class materials and schedules
- [My Study Life](#) – (All) Organization planner

## Screen Readers

- [Chrome Vox](#) (ChromeOS, also works in Chrome browser) ★
- [JAWS](#), [Window-Eyes](#) (\*) & [NVDA](#) (★) (Win)
- [Orca](#) (Linux)
- [VoiceOver for iOS](#) (iOS)
- [VoiceOver](#) (Mac)
- [WebAnywhere](#) (Online Browser based only) ★

## Hearing Impairments

- Visual alternatives:
  - Visual alternative to system sounds for Mac—[Apple](#)
  - Visual alternative to system sounds for Windows—[Microsoft](#)

## Low-Vision Screen Magnification

- [MAGic](#) (Win)
- [ZoomText](#) (Win)
- [Magnifixer](#) (Win) ★
- [Windows Accessibility](#)
- [Apple Accessibility](#)

## Suggestions for Adults with Disabilities in College

[Learning Disability](#) [ldonline.org/article/6002/]

[ADD/ADHD](#) [additudemag.com/adhd-guide/college.html]

[Autism Spectrum](#) [childmind.org/article/going-to-college-with-autism/]

[Auto-Immune Conditions](#) [onlinecolleges.net/for-students/chronic-health-issues/]

[Vision Impairment](#) [pacer.org/parent/php/php-c170.pdf]

[Hearing Impairment](#) [hearingloss.org/sites/default/files/docs/Get\_the\_Most\_out\_of\_College.pdf]

[Mobility Impairment](#) [disabled-world.com/disability/education/students.php]

[Mental Health](http://psychologytoday.com/blog/theory-knowledge/201402/the-college-student-mental-health-crisis) [psychologytoday.com/blog/theory-knowledge/201402/the-college-student-mental-health-crisis]

[General Anxiety](http://campuscalm.com/time_management.html) [campuscalm.com/time\_management.html]

[Anxiety and Depression](http://adaa.org/tips) [adaa.org/tips]

[PTSD](http://psychologytoday.com/blog/somatic-psychology/201208/students-ptsd) [psychologytoday.com/blog/somatic-psychology/201208/students-ptsd]

[Bi-Polar Disorder](http://bphope.com/kids-children-teens/bipolar-college-success/) [bphope.com/kids-children-teens/bipolar-college-success/]

[Tips for College Students](http://npr.org/templates/story/story.php?storyId=94728312) [npr.org/templates/story/story.php?storyId=94728312]

[Hidden Disabilities](http://childrensresourcegroup.com/crg-newsletter/stigma/college-students-with-hidden-disabilities-dealing-with-stigma/) [childrensresourcegroup.com/crg-newsletter/stigma/college-students-with-hidden-disabilities-dealing-with-stigma/]

## ***Support Resources***

### **On Warner Pacific Main Campus**

Academic Success Center

Career Services

Health & Wellness Services

Life Counseling Services

Library Resources

### **Learning Disabilities Assessment Resources**

John Adler, Ph.D.

510 NE Roberts #330

Gresham, OR 97030

503.251.4088

Julia A. Wong-Ngan, Ph.D.

Clinical Psychology, Neuropsychology

5531 SW Macadam Avenue, Suite 358

Portland, Oregon 97239

Phone: 503.242.0490 Fax: 503.242.0492

Jeff Guardalabene, Psy.D.

6221 NE Fremont, Suite 202

Portland, OR 97213

503.281.7888

Psychology Service Center

(downtown Portland)

511 SW 10th St/Suite 400

503.352.2400

Molly C. McKenna, Ph.D.

Licensed Psychologist

6274 SW Capitol Highway

Portland, OR 97239

503.740.7015

Western Oregon University

Educational Evaluation Center

345 N. Monmouth Avenue

Monmouth, OR 97361

1.800.541.4711

<http://triwou.org/centers/eec>

# Accommodation Forms

Contact Disabilities Resource Coordinator Jann McCaul ([jmccaul@warnerpacific.edu](mailto:jmccaul@warnerpacific.edu)) to receive the following forms.

Disabilities Resource Accommodation Request:



Warner Pacific College Disabilities Resource Request

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_

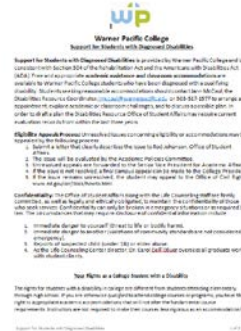
Requester Name: \_\_\_\_\_ ID#: \_\_\_\_\_

I have the following disability or disabilities:

Learning for request:  Reading  Writing  Spelling  Listening  Speaking  Learning  Reading  Writing  Speaking  Listening  Thinking  Remembering  Other \_\_\_\_\_

Requester Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Support and Rights for Students with Disabilities:



Warner Pacific College Support for Students with Disabilities

Support for Students with Disabilities is provided by the Warner Pacific College Department of Disabilities Resource Coordinator. The Department is located in Room 100 of the Student Center. The Department is open Monday through Friday, 8:00 AM to 5:00 PM. The Department is located in Room 100 of the Student Center. The Department is open Monday through Friday, 8:00 AM to 5:00 PM. The Department is located in Room 100 of the Student Center. The Department is open Monday through Friday, 8:00 AM to 5:00 PM.

Requester Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Request for Accommodations by Course/Semester:



Warner Pacific College Student Request for Accommodations by Course/Semester

I request Disability Resource assistance from my instructors and academic advisors. I have a need for accommodations in my course(s) and/or in my program of study. The College staff will keep this information confidential, and I reserve the right to request accommodations in my future courses. The professor(s) for this course is/are: \_\_\_\_\_

Professor (first & last name)	Course #
_____	_____
_____	_____
_____	_____
_____	_____

Requester Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Alternate Format Use Agreement:



Warner Pacific College Alternate Format Use Agreement

I, \_\_\_\_\_, certify that I have purchased the books specified in the course listed below. I will not purchase alternate format books. I will not purchase alternate format books. I will not purchase alternate format books. I will not purchase alternate format books.

Text	Author	ISBN #	Title	Year

Requester Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Exam Proctoring Request:



Warner Pacific College EXAM PROCTORING CHECKLIST

Student Name: \_\_\_\_\_ Semester: \_\_\_\_\_

Date of Exam: \_\_\_\_\_ Course: \_\_\_\_\_

Requester Name: \_\_\_\_\_ Instructor Name: \_\_\_\_\_

I am requesting to be a student with a disability. I am requesting to be a student with a disability. I am requesting to be a student with a disability. I am requesting to be a student with a disability.

Requester Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Equipment Loan/Checkout:



Warner Pacific College Accommodation Equipment Checkout Agreement

Equipment Loan/Checkout Agreement

I, \_\_\_\_\_, have borrowed the following equipment from the Warner Pacific College Department of Disabilities Resource Coordinator. I will use this equipment for my course. I will use this equipment for my course. I will use this equipment for my course.

Item	Location	Check-out Date	Check-in Date	Requester Signature

Requester Signature: \_\_\_\_\_ Date: \_\_\_\_\_