# Students with Learning Differences

# *Requesting Documentation for Accommodations in College*

## For students who have a 504 plan:

1. Find out what office handles the granting of accommodations at the college or university you will attend, you will usually find this other some form of “Disability Services”
2. Find out exactly what they require in the way of testing and documentation
3. Submit a copy of the required testing and documentation to the college you will be attending. If you need a copy of these materials contact the Counseling Department via the contact below to obtain a copy which you can then send.

Sujey Gomez, Counseling Dept. Secretary

[sgomez@dist113.org](mailto:sgomez@dist113.org)

224-765-2042

### For students on an IEP:

1. Research what office handles the granting of accommodations at the college or university you are interested in attending, you will usually find this other some form of “Disability Services”. If you are applying to a specific program for students with Learning Disabilities you may need to send the documentation there along with a separate application that is required by the program.

Example-I am not just applying to the University of Arizona and asking for accommodations, I am applying to the SALT Program. Therefore I will send a separate application and copy of testing to SALT.

1. Find out exactly what they require in the way of testing and documentation
2. Submit a copy of the required testing and documentation to the college you will be attending. If you need a copy of these materials contact the Special Ed Department via the contact below to obtain a copy which you can then send.
3. Parents or students (if 18) will need to sign a waiver of access for release of the documentation.

You can find the form under the [Forms section of the PSC website here](https://www.dist113.org/site/Default.aspx?PageID=3443).

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