



# Services to Students with Disabilities

Kaua'i Community College is committed to providing all students with equitable access to its programs and services.

For disability accommodations, please contact our Disabilities Service Coordinator at (808) 245-8317. The Disability Services office is located in the Student Counseling Office in the One Stop Center.

For more information, please go to: <https://www.kauai.hawaii.edu/disability-services>.

## Getting Started

Students must self-identify their request for disability services and complete the intake process before receiving reasonable accommodations for the first time.

Students must formally request specific academic accommodations/auxiliary aids and substantiate that request with supporting documentation.

**Meet With the Disability Services Counselor:** to make an appointment call 245-8317 or email [samsa@hawaii.edu](mailto:samsa@hawaii.edu)

**Identify yourself:** as a student with a disability

**Provide Current Documentation:** about your disability from a qualified professional, which includes information about how your disability affects your ability to learn in the classroom setting

**Engage In An Interactive Process:** with the disability services counselor to determine reasonable accommodations for your specific limitations

**Provide Your Accommodation Form to Your Instructor:** prior to the start of class

**Have a Conversation:** with your instructors about your requested accommodations so they know how to best assist you

**Return to the Disability Counselor Before the Start of Every Semester:** to renew your accommodations

## Academic Accommodations

- Note Taking Service, Readers, and Scribes
- Alternative Format for Instructional Materials
- Testing Accommodations
- Priority Registration if physical access is a concern
- Priority Seating
- Assistive Technology
- Accessible Tables and Chairs
- American Sign Language Interpreters
- Other reasonable accommodations as determined

Kaua'i Community College is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry,

citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard absence, and status as a covered veteran.

This policy covers admission and access to, and participation, treatment, and employment in the University of Hawai'i's programs and activities. Discriminatory harassment, including sexual harassment, is prohibited under this policy. With regard to employment, Kaua'i Community College is committed to equal opportunity in all personnel actions such as recruitment, hiring, promotion, and compensation.