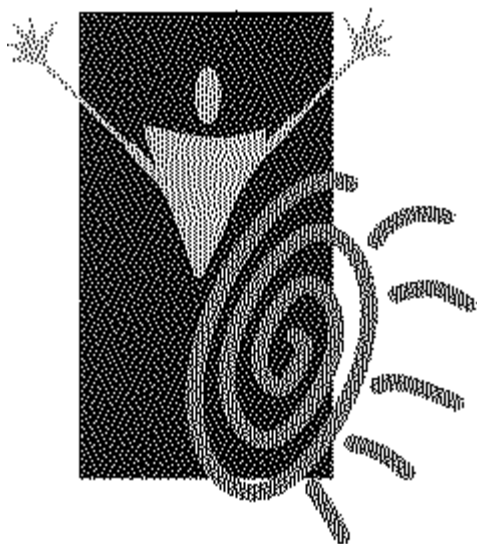


Academic Support Services for Students with Disabilities

Attachment to a [DDD Memorandum](#) from:
Office for Students with Disabilities
University of Florida



In This Brochure:

[Office of Instructional Resources](#)
[The Reading & Writing Center](#)
[Broward Teaching Center](#)
[Assistive Technology Lab](#)
[Counseling Center](#)
[Obtaining Individualized Accommodations](#)
[Career Resource Center](#)
[Academic Advisement Center](#)

Office of Instructional Resources

1012 Turlington Hall; 392-0371

[Top](#)

- Administers standardized tests (CLAST, GRE, SAT, etc.)
 - Students with disabilities can self-identify on test application forms and are provided accommodations.
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The Reading & Writing Center

2109 Turlington Hall; 392-0791

[Top](#)

- Offers workshops, mini-courses, and support services including:
 - Preparing for the CLAST exam, GRE, LSAT, MCAT, TOEFL, etc. (study aids includes tapes and books)
 - Thesis and dissertations
 - Resumes

- Study Skills seminar
 - Computer programs to increase reading speed, comprehension, and retention.
 - Vocabulary enhancement
 - One-on-One conferences to discuss individual study issues
- Tutoring available on a walk-in basis during posted office hours.
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Broward Teaching Center

S.W. Broward Hall; 392-2010

[Top](#)

- Free tutoring for a variety of subjects (call or stop by the Teaching Center for a schedule of tutoring times).
 - "Study Skills" seminar to assist students with taking notes and studying more effectively (call for an individualized appointment).
 - All resources are accessible to students with physical disabilities.
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Assistive Technology Lab

G-524 Norman Hall; 392-3025

[Top](#)

Students with disabilities who need computer training can receive assistance in the Assistive Technology Lab (ATL), located in G-524 Norman Hall. The lab houses Macintosh and IBM pc's along with laser printers, a Kurzweil reader and a print magnifier. The ATL is intended to train students with disabilities on the use of computers that are available at any of the many CIRCA labs across campus. CIRCA lab hours vary throughout the year due to semester breaks, finals week, summer sessions, and campus events.

Selected CIRCA Lab Locations	Phone
ARCH 131	392-1009
Bryan 232	392-3272
CSE E211	392-2446
Well 408	392-2431

Counseling Center

301 Peabody Hall; 392-1575

[Top](#)

- Offers a wide range of counseling services to students including:

- Peer counseling
 - Group counseling
 - Stress reduction
 - Math confidence
 - Alcohol and substance abuse
 - Couples counseling
 - Women's counseling
 - Eating disorders
 - Time management
 - Test anxiety
 - Ethnic services
- Services are accessible to students with disabilities. Informational brochures are available in alternative formats upon request.
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Obtaining Individualized Accommodations

205 Peabody Hall; 392-1261

[Top](#)

The process for obtaining individualized accommodations is as follows:

1. Students register with the Office for Students with Disabilities (OSD) by meeting with the Assistant Dean. Provide recent (within the past four years) documentation of your disability. This documentation must be signed by an appropriately credentialed professional (i.e., Psychologist, Physician, Psychiatrist, Audiologist, etc.).
 2. With the assistance of the Assistant Dean, students will identify classroom accommodations that are appropriate, based on the individual and the disability.
 3. Upon request, the Assistant Dean will generate a memorandum to the appropriate faculty identifying each accommodation. The memorandum will be duplicated to match the number of course instructors each student will be studying under during a specific semester.
 4. Students are responsible for picking up the memorandum generated for each instructor and personally delivering the memorandum to each instructor.
 5. The process of clarifying and revising reasonable accommodations takes place when students feel their accommodations require clarification or revision. Students will need to meet with the Assistant Dean to review the accommodations.
 6. Each semester, students are responsible for requesting a memorandum to notify faculty of their individual accommodations. Students need to make the request to the Office for Students with Disabilities and notify the office of their course load. Again, students are responsible for requesting and delivering each memorandum to their faculty.
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Career Resource Center

G-1 Reitz Union; 392-1601

[Top](#)

- Career services and workshops including:
 - Job search strategies
 - Researching companies
 - Resume building
 - Dress for success
 - Career counseling
 - Career Expo Internship opportunities
 - Interview techniques
 - How to write a cover letter
 - Choices, a career decision making program

Call or stop by the Career Resource Center for a schedule of workshops.

- Seminars/workshops are accessible to students with physical disabilities.
 - Informational pamphlets and brochures on CRC services, will soon be available in alternative formats.
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Academic Advisement Center

Room 100; 392-1521

[Top](#)

- Academic advisors are available on a walk-in basis to assist students with selecting classes, choosing majors, & other academic concerns.
 - Student Life - academic advisement and support is available for student athletes.
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[Back](#) to Deans, Directors, and Department Chair Memos List

[Back](#) to DDD Memorandum