

DISABILITY SERVICES

Special Population Students and Students with Accommodation Needs

Trinity Valley Community College welcomes the student with academic potential who has a special need as a part of the student body. TVCC provides equal opportunities for academically qualified students with disabilities and ensures access to a wide variety of resources and programs, regardless of their instructional location or mode of delivery.

The College makes accommodations for students with qualifying disabilities such as moving classes to accessible locations, allowing the use of tape recorders, sign language interpreters, the use of educational auxiliary aids, and making special test arrangements. All approved accommodations comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. TVCC makes reasonable accommodations for qualified students with a diagnosed physical, mental, and/or learning disability who have been admitted to the College and request accommodations.

A Request for Accommodations Form (<https://www.tvcc.edu/Cardinal-Success-Center/files/Request%20for%20Accommodations%20Form2020.pdf>) must be completed prior to the beginning of each semester. Appropriate documentation of physical or psycho-educational evaluation or rehabilitation agency referral must be submitted before any accommodations can be arranged. This evaluation and/or referral must clearly document the disability and support the need for accommodation. Reasonable accommodation requests and documentation may be subject to review by the ADA Compliance Committee.

In order to allow ample time for adequate consideration, approval, and coordination of services for an accommodation, students should submit the Request for Accommodations form at least **four weeks prior to the beginning of the semester in which enrollment is anticipated**.

Additional information regarding disability services is available in the TVCC Students with Disabilities Handbook (<https://www.tvcc.edu/Cardinal-Success-Center/files/StudentswithDisabilitiesHandbook2017.pdf>) located on the disability services webpage. For more information on policies related to accommodations at Trinity Valley Community College, please visit the disability services webpage (<https://www.tvcc.edu/Cardinal-Success-Center/Category.aspx?z=614>).

All students are expected to abide by the Student Code of Conduct as outlined in the Student Handbook. Hard copies of the handbook are also provided in the Disabilities Office on the Athens campus and the advisement centers on the Palestine and Terrell campuses. The Athens campus disabilities office is located on the third floor of the Baugh Technology Center inside the Cardinal Success Center. Contact information for the disability coordinator at each of the campuses is as follows:

Email: Disability Services (disability@tvcc.edu)

Athens: 903-675-6224

Palestine: 903-729-0256 ext. 7032 or 7033

Terrell: 903-563-9573 ext. 4903 or 4904

Terrell Health Science Center: 469-614-3804

Distance Learning: 903-675-6259