Check List to Receive Services

Accepted students who have received their class schedule may begin the registration process at https://www.wcupa.edu/universityColleg e/ossd/registrationDirections.aspx

Step One- Student Disclosure Form

Complete the online student disclosure form (must be completed by the student ONLY)

https://www.wcupa.edu/universityColle ge/ossd/forms/studentIntake/Default.as px



Step Two-Submit Documentation

Students must submit appropriate documentation of their status as a person with a disability and justify their need for accommodations. Evaluations must be from a licensed, certified professional. For complete and detailed guidelines, please refer to https://www.wcupa.edu/universityColle ge/ossd/disclosure-process.aspx

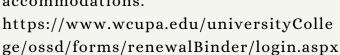


Step Three-Scheduling an Initial Meeting

Once a student has submitted appropriate documentation, the OSSD will contact the student with information about scheduling an initial meeting. Accommodations and services will be discussed during the initial meeting. Following intake meetings, students may be provided with a Letter of Accommodation (LoA).

Letter of Accommodation (LoA):

Students are responsible for providing their LoA to their professors. Students approved for accommodations must renew their LoA each semester to continue receiving their accommodations.





Location

West Chester University 223 Lawrence Center West Chester, PA 19383

Contact Us

Main Office: 610-436-2564 Email: OSSD@wcupa.edu

Director: Dr. David Thomas

Phone: 610-436-3217

Email: DThomas3@wcupa.edu

Website:

https://www.wcupa.edu/universityColle ge/ossd/



Office of Services for Students with Disabilities (OSSD)



Rev. 11/09/22

Our Philosophy

The OSSD offers services for students with physical and learning disabilities and is designed to assist students in making a successful transition to college life. We take a proactive stance that encourages students to understand their needs and strengths in order to best advocate for them.

At OSSD, we recognize that some students want minimal assistance while others desire our full range of services. We will assist you in completing a comprehensive assessment of your needs. We will provide advocacy with faculty for classroom accommodations. Most importantly, we will protect your privacy.

The OSSD will identify and reduce barriers to access and equity and promote a campus climate supportive of diversity, civility, and inclusiveness.

The Role of the OSSD

The OSSD is designed to assist students in making a successful transition to college life. We take a proactive stance that encourages students to understand their needs and strengths in order to best advocate for themselves.

The Role of the OSSD Continued

Classroom Accommodations: These may include note-taking assistance, recording of lectures, vision or hearing assistance, digital media, and readers.

Testing Accommodations: This may include extended time on exams, a distractionreduced environment, a proctor, a scribe, an alternative format, and assistive materials.

Academic Coaching: This may include oneto-one ongoing relationships with an academic coach to aid students in building time management, organizational and study skills.

Priority Registration: requests are considered on a case-by-case basis and depend on the nature and functional limitation of a student's documented disability.

Advocacy Support: OSSD staff will assist students in developing self-advocacy skills, gaining an understanding of their disability, including strengths and limitations, understanding rights and entitlements, as well as communicating needs, taking responsibility for success, and asking for help when needed.

Ways to get involved

OSSD Ambassador Program:
Geared toward addressing the
transitional issues faced by students
with disabilities as they move from high
school to college. OSSD ambassadors
gain experience that allow them to
become advocates for themselves and
their peers with disabilities. Our
student ambassadors visit area high
schools and meet with students (and
parents), teachers, and counselors to
discuss the high school-to-college
transition.

Delta Alpha PI International Society:
This dynamic organization celebrates
and supports academic achievement,
leadership, and advocacy
for post-secondary students with
disabilities. This honor society
recognizes high-achieving
undergraduate and graduate students
with disabilities.