



**BERRY**  
**COLLEGE**

---


**Office of Accessibility  
Resources**

**KATHIA MEERTON**

**Director**

# WHAT WE DO

Accommodations are changes to how things are usually done that provide students with an **equal** opportunity to participate in and enjoy the benefits of your education, college housing, and/or dining services.



# OUR TIME TODAY

- Examples of Accommodations
  - How your student will request accommodations
  - What you can do
  - Contact information for campus partners
  - Questions
- 

# ACADEMIC ACCOMMODATIONS

- Testing Center
  - 24 testing carrells & access to private rooms
- Access to electronic texts
- Access to voice-to-text & text-to-voice software
- AI Note-taking and/or permission to utilize Independent note-taking devices/recording devices
- Alternative forms of written text (i.e., Braille, Large Print, etc).
- Among Others



# HOUSING/DINING ACCOMMODATIONS

## HOUSING:

- First floor/elevator access
- Close proximity to bathrooms or laundry

**DEADLINE:** May 1st to ensure availability of a placement based accommodations.

## DINING:

- Reduced meal plans
- Meal plan exemption

**DEADLINE:** August 1st to ensure accommodation is implemented ahead of semester.

# HOW STUDENTS CAN REQUEST ACCOMMODATIONS

- Visit [berry.edu/oar](http://berry.edu/oar)
  - Submit a request

## ACCESSIBILITY RESOURCES

[/ ACADEMICS / STUDENT ACADEMIC RESOURCES /](#)

### ACCESSIBILITY RESOURCES

[ACADEMIC ACCOMMODATIONS](#)

[DINING ACCOMMODATIONS](#)

[HOUSING ACCOMMODATIONS](#)

[ACCOMMODATIONS FAQ](#)

[SUBMIT A REQUEST](#)

[ACCOMMODATIONS FORMS](#)

[FACULTY AND STAFF RESOURCES](#)

[CONTACT US](#)

The Office of Accessibility Resources is dedicated to creating a supporting community of peers and professionals in a welcoming and engaging atmosphere. Through accessibility resources, consultations, tutoring, and workshops, Berry College students will master their academics with confidence.

In compliance with the Americans with Disabilities Act and its amendments, Resolution 504, the Fair Housing Act, and as part of our mission, Berry College provides support and accommodations to students with documented disabilities. Students who will, or even feel they may, need academic, dining, and/or housing accommodations for a documented disability should contact the Office of Accessibility Resources as soon as possible after acceptance to the college.


The Office of Accessibility Resources partners with students and departments across campus to ensure students receive the accommodations to which they are entitled. Above are links to contact information, guidelines and details about processes.

# HOW STUDENTS CAN REQUEST ACCOMMODATIONS

## **SUBMIT A REQUEST**

The first step in seeking accommodations is disclosing your disability. The process for doing this is outlined below and includes submitting documentation and meeting with an Office of Accessibility Resources staff member to engage in a meaningful conversation about accommodations and accessibility resources available at Berry College.

To receive accommodations for a documented difference or disability, the student must complete the following 3-step interactive process:



- 1. SUBMIT AN INTAKE FORM**

- 2. SUBMIT SUPPORTING DOCUMENTATION**

- 3. MEET WITH US**




# STEP 1: SUBMIT AN INTAKE FORM

## 1. SUBMIT AN INTAKE FORM

This will include basic information about the student and a brief description of the student's difference or disability and requested accommodations.

If this is your **first time requesting an accommodation**, submit an intake form:

**SUBMIT A FIRST-TIME REQUEST**



**BERRY COLLEGE**  
Academic Success Center

Accessibility Resources | Evans Hall, Room 106 | 706.233.4080 | testing@berry.edu

**Request for Accommodations**

PLEASE NOTE: If you are an active client of the Academic Success Center and have completed this form previously, please complete our [Supplemental Accommodation Form](#). Do not proceed unless you are a new client of the ASC.

Student ID \*

First Name \*       Middle Name       Last Name \*

Preferred Name       Date of Birth (mm-dd-yyyy) 🗓️

**Contact Information**

Email \*       Phone \*

### Questionnaire

Diagnosis(es) supported by documentation provided:

I am requesting the following accommodation(s) (please check all that apply):

ACADEMIC 🎓

HOUSING 🏠

DINING 🍴

STUDENT: Please answer the following question(s) associated ONLY with the type of accommodation(s) request you are submitting.

### Academic Accommodation

Describe how your disability/learning difference impacts performance in an academic / educational environment.

\*

Please list the type(s) of academic accommodations that you believe will allow you to be successful during your collegiate career, in accordance with the documentation provided.

\*

Submit

# HOW STUDENTS CAN REQUEST ACCOMMODATIONS

## **SUBMIT A REQUEST**

The first step in seeking accommodations is disclosing your disability. The process for doing this is outlined below and includes submitting documentation and meeting with an Office of Accessibility Resources staff member to engage in a meaningful conversation about accommodations and accessibility resources available at Berry College.

To receive accommodations for a documented difference or disability, the student must complete the following 3-step interactive process:

**1. SUBMIT AN INTAKE FORM**



**2. SUBMIT SUPPORTING DOCUMENTATION**



**3. MEET WITH US**



# STEP 2: SUBMIT DOCUMENTATION

## 2. SUBMIT SUPPORTING DOCUMENTATION

**UPLOAD SUPPORTING DOCUMENTS**



**Academic Success Center**

Accessibility Resources | Evans Hall, Room 106 | 706.233.4080 | testing@berry.edu

### Student Information

Student ID \*

Full Name \*

Date of Birth

mm-dd-yyyy



### Document Upload

Please use the section below to upload a single document.  
If you have multiple documents you need to upload, upload each document in a separate form.



Choose File No file chosen

Submit Document

# DOCUMENTATION CRITERIA

- Printed on official letterhead & Signed by evaluator with license/certification # & Specialization
- Clearly state the nature of the diagnosed disability or learning difference.
- Be recent enough to speak to the student's current needs.
- Lists recommended accommodations.
- Describes why the applicant is entitled to said accommodations.

\*\*Forms are available on [berry.edu/oar](http://berry.edu/oar) for your physician to complete.

# HOW STUDENTS CAN REQUEST ACCOMMODATIONS

## **SUBMIT A REQUEST**

The first step in seeking accommodations is disclosing your disability. The process for doing this is outlined below and includes submitting documentation and meeting with an Office of Accessibility Resources staff member to engage in a meaningful conversation about accommodations and accessibility resources available at Berry College.

To receive accommodations for a documented difference or disability, the student must complete the following 3-step interactive process:

**1. SUBMIT AN INTAKE FORM**



**2. SUBMIT SUPPORTING DOCUMENTATION**



**3. MEET WITH US**



# STEP 3: MEET WITH US!

## Academics/Dining:

- We will reach out to students who submit the online intake form to schedule a virtual meeting before the semester begins.
- Students should watch their Vikings email address for more information in July/August!

## Housing:

- We'll reach out soon!

# STEP 4: USE YOUR ACCOMMODATIONS


We'll send your student's accommodation letters/approvals to the appropriate party!



# STEP 5: KEEP US UPDATED!

- Academics: Students should complete the very brief activation form each semester.
  - Housing/Dining: Student specific but generally yearly.
- 

# WHAT ELSE CAN YOU DO?

- Reach out to us to set up accommodations early!
  - Attend events/sessions in The Commons!
  - Know that we're here to help!
- 
- The bottom half of the slide features a decorative graphic consisting of several overlapping, wavy lines in light blue, yellow, and red, creating a sense of movement and depth.

# CAMPUS PARTNERS

## DINING SERVICES:

Jeremy Oshansky, General Manager  
Oshansky-Jeremy@Aramark.com  
706.236.1701

## HEALTH & WELLNESS:

Lauren Wehunt, Director  
706.233.4050

## COUNSELING CENTER:

Carley Price, Director  
706.233.4050

## RESIDENCE LIFE:

Stephen Swieton, Director  
residencelife@berry.edu  
706.236.2209

## TRIO:

Samantha Class, Director  
sclass@berry.edu  
706.238.7683

# QUESTIONS?



# THANK YOU!

**KATRINA MEEHAN**

[Accessibility@berry.edu](mailto:Accessibility@berry.edu)

[kmeehan@berry.edu](mailto:kmeehan@berry.edu)

706.233.4080

Evans Hall, Suite 243

**Drop in TODAY: 2 – 4pm**

**Memorial Library, Room 213**