

# College of Southern Nevada (CSN) Disabilities Resource Center (DRC) – Frequently Asked Questions (FAQ's):

- **How do I know if I have a disability?**

“Disability” is defined in the ADA broadly to include any physical or mental disorder or impairment which substantially impairs an individual from performing a “major life activity,” including the ability to work.

In order to be covered by the ADA, an individual with a disability also must be “qualified.” That is, the individual must satisfy the prerequisites of the job (skills, education and other job-related experience), and must be able to perform, with or without reasonable accommodations, the job’s essential functions. The ADA identifies and prohibits discrimination against three categories of qualified individuals with disabilities:

- (a) Individuals with a disability
- (b) Individual with a record of disability, protecting individuals who have history of, or have been misdiagnosed as having, a disability; and
- (c) Individuals who may not actually have a mental or physical disorder but who, based on fear, myth, or stereotype, are regarded as disabled.

- **What does the Disability Resource Center (DRC) do?**

The College of Southern Nevada makes every effort to make its campuses fully accessible to students with disabilities. The college's Disability Resource Center offers accommodations to help students with documented disabilities with their academic pursuits. In addition, the DRC offers Disability Specialists and DHHS Coordinator to answer any questions or help solve any problems that may arise due to a documented disability. The office also offers adaptive equipment to those who qualify to ensure equal access to all CSN sponsored activities.

We offer accommodations at all campuses and learning centers!

- **Where are the Disability Resource Center (DRC) offices located?**

<i><b>CAMPUS:</b></i>	<b><u>CHARLESTON</u></b>	<b><u>CHEYENNE</u></b>	<b><u>HENDERSON</u></b>
<i><b>Mailing Address:</b></i>	6375 W. Charleston Blvd WDRC Las Vegas, NV 89146	3200 E. Cheyenne Ave C1T N. Las Vegas, NV 89030	700 College Drive H1B Henderson, NV 89002
<i><b>Location:</b></i>	Building D, Room 122	Room 1111A	Building B, Student Service Area

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- If I have a disability, who do I talk to?

CAMPUS	<i>CHARLESTON</i>	<i>CHEYENNE</i>	<i>HENDERSON</i>
DRC Disability Specialist:	<a href="#">Raquel O'Neill</a>	<a href="#">Anita Stockbauer</a>	<a href="#">Sharnee' Walker</a>
DRC Administrative Assistants:	<a href="#">Tim Watson</a>	<a href="#">Laura Valdez</a>	<a href="#">Ellen Radcliff</a>

<i>Telephone:</i>	(702)651-5644	(702)651-4045	(702)651-3795
	(702)651-4328	(702)651-4328	(702)651-4328
<i>TTY:</i>	Calls go through Cheyenne Campus	<b>DHHS:</b> (702)651-4448	Calls go through Cheyenne Campus
<i>FAX:</i>	(702)651-5760	(702)651-4179	(702)651-3004

- **How do I apply to register with the Disability Resource Center (DRC)?**

To receive services from the CSN Disabilities Resource Center, you must bring in proof of a **documented** disability as outlined in the CSN Disabilities Center student handbook (see link below).

[CSN Disabilities Resource Center \(DRC\) student services handbook \(PDF format\)](#)

Once you have provided this **documentation** and are registered with the DRC, then you will fill out and turn in one of the following forms to request DRC services.

- **What kinds of documentation does the Disability Resource Center (DRC) require to enroll with their service?**

Students wishing support must register with the DRC and must provide recent and appropriate documentation. The documentation should provide an assessment of the current impact or functional limitations of the disability on academic performance. DRC professionals will determine student eligibility for services based on the presented information, and offer reasonable adjustments or accommodations that support college learning for each eligible student. So that services can be arranged and provided in a timely manner students are encouraged to begin the registration process as early as possible. **This documentation MUST be from a licensed medical professional IN the field related to the disability.**

- **What is an accommodation?**

Not all accommodations are appropriate for each student, and a determination of appropriateness is based on review of the disability documentation presented at the time of intake. Answers to specific situations should be directed to a professional staff member at Disability Services.

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## **STUDENTS**

Some of the most commonly used accommodations are listed below:

- Note taker
- Quiet Testing Room
- Use of a Recording Device
- Extended Test Time
- Alternative Text
- Calculator
- Reader
- Scribe
- Table/Chair

- **How will my instructors/professors know that I am allowed accommodations?**

They will receive a letter from the CSN DRC documenting your accommodations for their class.

- **What should I do if I believe my instructor/professor is not honoring my accommodations?**

Following the CSN DRC Grievance procedure, the student would fill out a CSN DRC Grievance form and turn it in to the DRC for further processing.

- **What should I do if I believe that I am being treated differently because of my disability?**

Following the CSN DRC Grievance procedure, the student would fill out a CSN DRC Grievance form and turn it in to the DRC for further processing.

- **Is DRC available for consultations with faculty/staff?**

See HR policies and procedures.

- **How can I get a job as a paid note taker, reader or lab assistant with the Disability Resource Center (DRC)?**

If you wish to become a DRC note taker or lab assistant, you will fill out a CSB DRC "Job interest" form and hand it in to the CSN DRC for further processing. This form is on the CSN DRC web site at.

<http://www.csn.edu/pages/541.asp>