Frequently Asked Questions (FAQs)

- **How do I know if I have a disability?**
  
  “Disability” is defined as any physical or mental disorder or impairment which substantially impairs an individual from performing a “major life activity.” A disability could be but is not limited to medical/health related, psychological/mental health related or a learning disability. If you have a condition that may affect you at CSN, please submit appropriate documentation to the Disability Resource Center/Deaf and Hard of Hearing Services.

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

<table>
<thead>
<tr>
<th>CAMPUS</th>
<th>CHARLESTON</th>
<th>CHEYENNE</th>
<th>HENDERSON</th>
<th>DEAF AND HARD OF HEARING SERVICES (DHH)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disability Specialist:</td>
<td>Sharnee' Walker</td>
<td>Joan Rachmel</td>
<td>Dana Hunter</td>
<td>Catherine Rojas</td>
</tr>
<tr>
<td>Administrative Assistant:</td>
<td>Tracy D’Ambrosia</td>
<td>Sarah Renkes</td>
<td>Ellen Radcliff</td>
<td>Harley Hollis</td>
</tr>
<tr>
<td><strong>Telephone:</strong></td>
<td>(702)651-5644</td>
<td>(702)651-4045</td>
<td>(702)651-3795</td>
<td>(702)651-4448</td>
</tr>
<tr>
<td><strong>VP:</strong></td>
<td>(702)475-4676</td>
<td>(702)475-4676</td>
<td>(702)475-4676</td>
<td>(702)475-4676</td>
</tr>
<tr>
<td><strong>FAX:</strong></td>
<td>(702)651-5760</td>
<td>(702)651-4179</td>
<td>(702)651-3004</td>
<td>(702)651-4582</td>
</tr>
</tbody>
</table>

- **What does the Disability Resource Center (DRC)/Deaf and Hard of Hearing Services (DHH) do?**

  The College of Southern Nevada’s DRC/DHH offices make every effort to ensure that the CSN campuses are fully accessible to individuals with disabilities. DRC/DHH offers accommodations to help students with documented disabilities with their academic pursuits. Additionally, the DRC/DHH are available to answer questions and help solve problems that may arise due to a documented disability.

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

<table>
<thead>
<tr>
<th>CAMPUS:</th>
<th>CHARLESTON</th>
<th>CHEYENNE</th>
<th>HENDERSON</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mailing Address:</strong></td>
<td>6375 W. Charleston Blvd. WCD116</td>
<td>3200 E. Cheyenne Ave. CYE120</td>
<td>700 College Drive HNB119</td>
</tr>
<tr>
<td></td>
<td>Las Vegas, NV 89146</td>
<td>N. Las Vegas, NV 89030</td>
<td>Henderson, NV 89002</td>
</tr>
<tr>
<td><strong>Location:</strong></td>
<td>Building D, Student Services Area</td>
<td>Building E, Student Services Area</td>
<td>Building B, Student Services Area</td>
</tr>
</tbody>
</table>

- **How do I register with the DRC/DHH?**

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

  [CSN Disabilities Resource Center & Deaf and Hard of Hearing Services Student Handbook (PDF format)](https://example.com/handbook)
• What kinds of documentation does the Disability Resource Center (DRC) require to register with their service?

Documentation provided must be current and appropriate. The documentation should provide information on the current impact or limitations of the disability on academic performance. **This documentation MUST be from a licensed professional IN the field related to the disability.**

Examples of documentation include, but are not limited to:

- Individualized Education Programs (IEP) *Please note that IEPs must have the appropriate signatures and cannot be the Exit IEP.*
- Assessment Reports
- 504 Plans
- Physician’s/ Psychologist’s Letters

For further information regarding documentation, please see the CSN Disabilities Resource Center & Deaf and Hard of Hearing Services Student Handbook.

• What is an accommodation?

An accommodation is a modification or adjustment that enables individuals with a disability to have equal access to the College of Southern Nevada. Not all accommodations are appropriate for each student, and a determination of suitability is based on team review of the disability documentation. Answers to specific situations should be directed to a Specialist at DRC/DHH.

Some of the most commonly used accommodations are listed below:

- Note taker
- Quiet Testing Room
- Use of a Recording Device
- Sign Language Interpreter
- Calculator
- Reader
- Scribe
- Speech to Text
- Table/Chair
- Extended Test Time
- Alternative Text
- Use of Visual Technology

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

Once you request use of your accommodations, you will receive a letter from the DRC/DHH, within 7 days, documenting your approved accommodations to provide your instructors/professors.

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

Please inform the DRC/DHH office immediately so that we can help you communicate your concerns to your professors/instructors or guide you through the CSN DRC Grievance procedure as outlined in the CSN Disabilities Resource Center & Deaf and Hard of Hearing Student Handbook.

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

Please let the DRC/DHH office know immediately so that we can guide you through the CSN DRC Grievance procedure as outlined in the CSN Disabilities Resource Center & Deaf and Hard of Hearing Services Student Handbook.

• Is DRC/DHH available for consultations with faculty/staff?

Specialists are available to consult with faculty/staff regarding students’ accommodations and concerns. For accommodations for faculty/staff, please contact Human Resources for policies and procedures.

• How can I get a job as a paid note taker, reader or lab assistant with the Disability Resource Center (DRC)/ Deaf and Hard of Hearing Services (DHH)?

If you wish to become a DRC note taker or lab assistant, you will fill out a CSN DRC “Job interest” form and hand it in to the CSN DRC for further processing.