



TEXAS TECH UNIVERSITY

Student Disability Services



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<https://www.depts.ttu.edu/sds/>

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STUDENT DISABILITY SERVICES IS MORE THAN ACCOMMODATIONS

At the Texas Tech Student Disability Services office, our mission is to enhance each student's learning through the provision of programs and services for students with a disability.

Texas Tech University has one of the most comprehensive departments for students with disabilities in the state, where the Student Disability Services (SDS) staff provides a variety of accommodations and services for individuals with disabilities.

About 10% of TTU students are registered for services with our office. We encourage these students to overcome challenges and attain personal and academic success. The SDS staff functions as a student advocate, while also encouraging students to be self-advocates.

Through active involvement with all areas of the University, SDS is able to monitor conditions relevant to students with disabilities and offer support in decisions affecting their quality of life.

Within the main SDS Office we provide reasonable, in-class accommodations based on the documented needs of each of our students. Accommodations are tailored to the individual and an intake meeting is required to decide which services best fit each student.

DISABILITY CATEGORIES

- ADD/ADHD
- Brain Injury
- Deafness/Hearing Loss
- Learning Disability
- Autism Spectrum Disorder
- Chronic Illness
- Mobility Loss
- Psychological Disability
- Visual Loss
- Temporary Injury

ADDITIONAL SERVICES OFFERED

- Assistance in arranging classroom, testing, and housing accommodations
- Computer labs and quiet study environments
- Assistance in working with instructors
- Campus accessibility resources
- Coordination of support programs and services with other campus departments
- Leadership and interpersonal skills development opportunities
- Loaning of some assistive devices

HOUSING / DINING REQUESTS

Requests for housing or dining are unique to each student, but the documentation that students should provide can be found on our website. Students should note their special requests in their application in order for the appropriate process to be completed.



Student Disability Services also offers guidance regarding studying abroad and course substitutions. Interested students should visit with their assigned SDS counselor for more information.

SIGN LANGUAGE INTERPRETER SERVICES

We employ qualified, state and nationally certified sign language interpreters to accommodate the Deaf and hard of hearing community at Texas Tech University. If an interpreter is needed, please visit the Student Disability Services website to submit an interpreter request.

ATTENDANCE EXPECTATIONS

Pursuant to OP 34.04 - Academic Regulations Concerning Student Performance - Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is expected, and the University reserves the right to deal at any time with individual cases of non-attendance.

No accommodation exists that allows a student to miss class simply because of a disability. Class attendance is considered an essential element of the course unless otherwise noted in the course syllabus. Academic departments set their own attendance policies and class attendance is an expectation of Texas Tech students.

In the event of extenuating circumstances due to a disability, Student Disability Services is available to consult with students and faculty on issues concerning attendance. To help facilitate the discussion, Student Disability Services staff may follow up with instructors to further explain student circumstances and set parameters between an instructor and a student. However, it is still up to the department's discretion whether or not absences are excused.



APPLICATION FOR STUDENT DISABILITY SERVICES



Once accepted to TexasTech, students can apply online to Student Disability Services through the website at <http://www.depts.ttu.edu/sds>. Documentation can also be uploaded at this time. After a student has completed the application process and had their intake meeting, they can easily manage their accommodations online through the Accessible Information Management System, or AIM.



CONFIDENTIALITY

The Student Disability Services Office is committed to ensuring that all information regarding a student is maintained as confidential as required or permitted by law. Information provided to the Student Disability Services Office is considered confidential and is not disclosed to a third party without the written permission of the student. All original documentation that is mailed or hand delivered to the office is scanned and returned to the student. Student Disability Services will not keep original documentation as the student will be responsible for their paperwork.

The federal Family Policy and Compliance Office states that a student's medical or clinical records maintained by Student Disability Services qualify as "education records," because they contain information that is directly related to a student and are maintained by the University. All faculty are encouraged to take appropriate steps to ensure compliance with FERPA and may not disclose personally identifiable information, including accommodation information.



DOCUMENTATION

After a student has been accepted to Texas Tech University and applied for Student Disability Services, they can submit documentation online, via fax, mail, or in person.

Texas Tech University follows the guidelines of the Americans with Disabilities Act (ADA), the ADA Amendment Act of 2008, and Section 504 of the Rehabilitation Act of 1973, designed to ensure that reasonable, appropriate accommodations are provided to all qualified students in a timely manner. A diagnosis of a disorder/condition/syndrome in and of itself does not automatically qualify an individual for accommodations. In order to meet the adult criteria of "disability" under federal law, a person must provide documentation as to how the impairment "substantially limits" one or more life activities.

The following guidelines serve as a baseline for what might be required should a student request a more extensive set of accommodations - beyond the basic set of accommodations. Listed below are the standards Student Disability Services follows in order to make the optimal decision on reasonable classroom accommodations.

- A clear diagnostic statement that describes how the condition was diagnosed, information about the functional impact, and suggestions of appropriate accommodations provided by a licensed or otherwise properly credentialed professional who has undergone appropriate and comprehensive training, has relevant experience, and has no personal relationship with the individual being evaluated.
- All documentation should be on official letterhead, typed, and signed by the professional. Diagnosis written on prescription pads, handwritten, or stamped with a signature are not generally accepted.
- Common sense and discretion will be used in accepting older documentation of conditions that are permanent or non-varying.

Our goal is to assist you in attaining your academic, career, and personal goals - regardless of any physical, learning, psychological, or other documented disability you may have.



SUPPORTING STUDENTS WITH DISABILITIES

The generous support of our donors allows SDS to further empower students with disabilities. We are grateful for the current and former students, tutors, parents, and organizations that continue to provide these students with increased opportunities to succeed. Contributions go directly to scholarships, programs, and services for students. SDS scholarships open each Spring semester and are awarded the following academic year.

FUND FOR EXCELLENCE

The Student Disability Services Fund for Excellence was established in 2015 with gifts from the SDS staff and former students. This fund is used to support the daily operations and services of Student Disability Services. These needs include, but are not limited to, assistive technology, student instructional materials, supplemental tutoring, equipment and office supplies, and student scholarships.

Interested in donating?

Visit <https://www.depts.ttu.edu/sds/donate.php>
or scan this QR code with your phone's camera.



SCHOLARSHIPS

- Olive-Pfluger Scholarship
Awarded annually to students with learning disabilities or ADHD
- Solcher Family Scholarship
Awarded annually to students with a hearing impairment
- Clyde & Olivia Black Scholarship
Awarded annually to students with a hearing impairment
- Alex C. Watkins Memorial Scholarship
Awarded annually to students that meet specific criteria

To learn more about scholarships, please visit <https://www.depts.ttu.edu/sds> and click on the scholarship link or scan the QR code below with your phone's camera.



FOLLOW STUDENT DISABILITY SERVICES ON SOCIAL MEDIA

Follow SDS on these social media platforms for the latest updates!



Facebook
@ttusds



Instagram
@ttu_sds



Twitter
@ttu_sds

TECHNIQUES CENTER

The TECHniques Center is a fee-for-service program of Student Disability Services. It provides supplemental academic support services including academic counseling and peer tutoring for undergraduate students with documented evidence of learning disabilities, Attention Deficit Hyperactivity Disorder (ADD or ADHD), and/or Autism Spectrum Disorder.

For information please visit their website at <https://www.depts.ttu.edu/techniques>

