

## Student Guide to Office of Accessibility and Accommodations: Frequently Asked Questions

This page provides answers to common questions about disability services at Navarro College. If you need additional assistance, please contact the Office of Accessibility and Accommodations.

### **How do I receive disability services at Navarro College?**

Newly admitted or returning students seeking accommodation should contact the Office of Accessibility and Accommodations.

#### **Contact Information**

- (903) 875-7731
- (903) 875-7337

Students must complete the Request for Services form and submit appropriate documentation. Documentation guidelines and additional information are available on the Navarro College website.

### **When should I request services?**

Students should request services as soon as they are admitted to Navarro College and receive a student identification (ID) number.

It is recommended that students contact the Office of Accessibility and Accommodations at least one month before classes begin.

### **Can I apply for accommodation at any time?**

Yes. Students may apply for services at any point during the year.

However, accommodation is not retroactive and will only apply from the date they are approved and issued to instructors.

### **What constitutes a disability?**

A disability is defined under federal law as mental or physical impairment which substantially limits one or more major life activities, such as learning.

This definition is established by:

- Americans with Disabilities Act of 1990
- ADA Amendments Act of 2008

- Section 504 of the Rehabilitation Act of 1973

A condition may qualify as a disability if it:

- Is a physical or mental impairment
- Has a history of such an impairment
- Is perceived as substantially limiting

## **How does disability law differ between high school and college?**

In public K-12 education, disability services are governed by the Individuals with Disabilities Education Act (IDEA), which provides structured educational support services.

At the college level:

- IDEA does not apply
- Students must self-identify and request services
- Colleges provide reasonable accommodation, not modifications
- Services are based on eligibility under ADA and Section 504
- Students must provide documentation and engage directly with the Office of Accessibility and Accommodations

## **Will services from high school continue automatically in college?**

Not necessarily. Disability services do not automatically transfer from high school to college.

Each college or university determines eligibility for accommodations based on federal guidelines and institutional procedures under Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Documentation requirements may differ from high school standards.

## **I received services in high school. Will I automatically qualify in college?**

Not automatically. Although you may have received services in high school, eligibility in college requires current documentation that demonstrates how a disability impacts academic functioning.

High school accommodation, including 504 plans, do not guarantee services at the college level.

## **Will my 504 plan be accepted as documentation?**

A high school 504 plan alone is typically not sufficient for college-level accommodations.

Most students will need current documentation that may include:

- A Full Individual Evaluation (FIE)
- A comprehensive psychological or medical evaluation
- Documentation from a qualified healthcare provider

If documentation is outdated or incomplete, updated testing may be required. The Office of Accessibility and Accommodations can provide guidance.

## **What documentation is required?**

Students must provide current documentation that:

- Verifies the presence of a disability
- Describes functional limitations affecting academic performance
- Supports the need for accommodations

Acceptable documentation may include:

- Full Individual Evaluation (FIE)
- Psychological evaluation
- Medical or clinical evaluation
- Documentation from a licensed professional

## **What kind of documentation do I need?**

You must provide current documentation that verifies the disability and describes how it impacts academic performance and accessibility.

Documentation should:

- Confirm the presence of a disability
- Describe functional limitations in an academic setting
- Support the need for reasonable accommodation

Please refer to the Documentation Guidelines for detailed requirements.

## **Will I have to get new documentation or testing when I go to college?**

It depends on the type and age of your existing documentation.

If you are coming directly from high school and received Special Education services, you may submit one of the following:

- Full Individual Evaluation (FIE)
- Comprehensive Individual Assessment (CIA)

Please note:

- Individualized Education Programs (IEPs) are not accepted as documentation
- Admission, Review, and Dismissal (ARD) paperwork is not accepted as documentation

For other disabilities, acceptable documentation may include:

- A current evaluation or letter from a licensed healthcare provider
- Documentation from a qualified medical or psychological professional

Students are encouraged to review the Documentation Guidelines and share them with their provider to ensure proper documentation is submitted.

## **Who is responsible for obtaining documentation?**

Students are responsible for obtaining and providing all required documentation.

Navarro College does not provide diagnostic testing but may offer referrals or resource information to assist students in locating appropriate services.

## **What if my documentation is outdated?**

If documentation does not meet current guidelines, students may need to obtain updated evaluations.

The cost of documentation or testing is the responsibility of the student. Navarro College does not provide diagnostic testing but may offer referrals to outside resources.

## **How do accommodations work in college?**

In college:

- Students must request accommodation each semester
- Accommodation is provided, not modifications

- Services are voluntary but encouraged
- No accommodation is provided without approval and documentation
- Students must self-disclose their disability to receive services

## **Can I receive accommodation without disclosing my disability?**

No. Students must disclose their disability to the Office of Accessibility and Accommodations to receive services.

Faculty members cannot provide disability accommodation without official approval from the Office of Accessibility and Accommodations.

## **Do I have to use disability services to attend Navarro College?**

No. Participation in disability services is voluntary. However, students with documented disabilities are strongly encouraged to request services to support academic success.

## **Are services available at all campuses?**

Yes. Disability services are available at Navarro College locations in:

- Corsicana
- Mexia
- Midlothian
- Waxahachie

For additional details, contact the Office of Accessibility and Accommodations.

## **Are accommodations available at the Midlothian Higher Education Center?**

Students attending classes at the Midlothian Higher Education Center receive services through the hosting institutions disability services office. Students should contact that office directly for eligibility and support information.

## **How do I receive services as a dual credit student, and how are accommodations implemented?**

Dual credit students are enrolled in college coursework and must meet Navarro College disability services requirements.

If the course is taken at a high school campus:

- The high school typically implements approved accommodation provided by Navarro College

If the course is taken on a Navarro College campus:

- The college is responsible for implementing approved accommodation.

Students should apply for services with the Office of Accessibility and Accommodations as early as possible-preferably at least one month before the semester begins.

## **What is FERPA?**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records.

FERPA:

- Applies to all educational institutions receiving federal funding
- Protects student record privacy
- Transfers rights from parents to students when the student turns 18 or attends college
- Requires written consent before releasing education records, except in specific legal circumstances.

For more information, visit the U.S. Department of Education FERPA resources:

- [U.S. Department of Education - FERPA](#) web page
- Phone: 1-800-USA-LEARN (1-800-872-5327)

## **Will my disability appear on my transcript or college records?**

No. Disability status and accommodation use are confidential.

In accordance with the Family Educational Rights and Privacy Act (FERPA), disability-related information is not included on transcripts or academic records.

Only approved accommodation is shared with instructors when necessary.

## **I am afraid that my transcript and other college records will disclose my disability, or that I had academic accommodations...is this true?**

No. In compliance with the Family Educational Rights and Privacy Act (FERPA) and the Americans with Disabilities Act (ADA), strict confidentiality is maintained.

Navarro College does not share information about a student's disability with instructors or other individuals involved in the educational process. Instructors only receive information about approved accommodation when it is necessary for implementation.

No record or reference to the nature of a disability is included on transcripts or other college records. A student's participation with the Office of Accessibility and Accommodations is not disclosed unless the student chooses to share that information.

## **Can my parents handle all this for me?**

No. It is the student's responsibility to manage all aspects of their college education, including disability services.

Parents may support the student during the process, especially when beginning college. However, any involvement must be with the student's written consent, and the student is responsible for all communication and requests related to accommodation.

## **What should I do if I have additional questions?**

For questions or assistance, contact the Office of Accessibility and Accommodations:

- Phone: (903) 875-7731
- Phone: (903) 875-7337

Staff are available to assist with questions about eligibility, documentation and services.