



# Six Quick Steps to Accommodations

## Let's Talk

1. Self-identify at the Disability Services office on the appropriate campus.
  - a. How do I self-identify?
  - b. Let someone on campus know that you are interested in talking with the Disability Services staff.
    - i. Ask where the DS office is located.
    - ii. Call, come by, or email DS staff for an appointment.
    - iii. Make an appointment.
2. Participate in a discussion with DS staff to determine appropriate accommodations.
  - a. *Let's talk* about access.
    - i. What has worked for you in the past?
    - ii. What will you need in college?
3. Provide appropriate documentation of the disability which supports accommodation requests.
  - a. Documentation can be from a physician, psychologist, or psychiatrist.
  - b. IEPs from high school are helpful
    - i. May not be sufficient for college (*let's talk*)
    - ii. Additional documentation may be necessary.
  - c. *Let's talk* about what the college requires and how you can get documentation.
4. Meet all admission's requirements to be admitted to Georgia Northwestern Technical College.
  - a. Take the placement test (with or without accommodations).
  - b. Register for classes according to placement scores.
5. Meet all requirements to be admitted to the Program of Study of your choice.
6. Request classroom accommodations each semester.

### Let's talk:

Sheila Parker  
FCC, GCC, & PCC  
706-295-6517  
[sparker@gntc.edu](mailto:sparker@gntc.edu)

Brittany Elrod  
CCC & WCC  
706-965-1139  
[belrod@gntc.edu](mailto:belrod@gntc.edu)

Kevan Watkins  
WMC  
706-272-2958  
[kwatkins@gntc.edu](mailto:kwatkins@gntc.edu)

### [Disability Services at GNTC](#)