**SOLANO**
COMMUNITY COLLEGE

### _Accessibility Services Center (ASC) Intake Process_

Thank you for your interest in participating in the Accessibility Services Center. Please complete the following forms, and submit them to the Accessibility Services Center.

1. **ASC Application for Services**  -  (Initial, Sign and Date)

2. **ASC Student Conduct Standards  -**  (2 pgs. / Read, Sign and Date)

3. **Disability Verification Form** – Complete the **top portion** of this form and send it to the appropriate Agency or Institution that will provide the Verification of Disability.  **Note: Use this form only if you <u>have not</u> already provided ASC with proof of your disability).**

4**. Release of Information Form** – **<u>Complete only if</u>** you need ASC to request disability documentation on your behalf.  You must include the full name **_and_** address of the Agency or Institution that you have authorized to release your information.

Examples of proof of disability are as follows:

- o  Medical verification from a Certified/Licensed Provider
- o  Department of Rehabilitation / Vocational Plan, TPP
- o  Current or last IEP and Psychological Evaluation
- o  504 Plan
- o  Current copies of medication labels (Showing your name and name of medication)

If you have any further questions, please call **(707) 864-7136** or email ASC at **asc@solano.edu.**

> **Please scan and email <u>completed paperwork</u> <u>and</u> <u>verification of your disability</u>**
> **to: asc@solano.edu with the subject line: Attention: _Sidne Parker_**

**Welcome to Solano Community College Accessibility Services Center.**