



Dear Student

On behalf of the entire staff in Disability Support Services, we want to congratulate you on your recent choice to attend Gulf Coast State College. We want to let you know that our office and staff are dedicated to ensuring that each student has access to all educational opportunities offered at Gulf Coast State College.

As you know self-advocacy and self-determination skills are critical to a successful experience for all college students. The Disability Support Services staff members are committed to working with you as a student to help you attain your educational goals. With this as part of our guiding philosophy, our staff would like to get to know you as a student and member of the Gulf Coast State College community.

If you want to receive academic accommodations while studying at Gulf Coast State College, you will need to work closely with DSS staff and your professors/instructors to help make sure that everything you need in terms of support and/or accommodations are in place and ready when you begin classes.

1. Please contact the DSS office to let us know that you wish to use our services. You may contact Linda Van Dalen at Ext. 3834 or Diane Randall at Ext. 4852. They will meet with you to review your class schedule and determine the accommodations that will be provided.
2. Letters will be sent to your professors informing them that you are registered with DSS and that you will be receiving certain accommodations.
3. Our staff can assist you with developing study skills, organization skills and learning strategies. They also provide tutoring in specific academic areas including Math, Reading and English. Contact the Learning Managers at Ext. 4849 or Diane Randall at Ext. 4852 to schedule assistance in these areas.
4. If you want to take your tests with DSS, please let us know as soon as possible. Bring your syllabi to the DSS office as soon as classes begin. Our staff will make a copy and log the dates so that we can obtain a copy of each test from your instructors. Also, it is very important to let your instructors know that you wish to take your tests with DSS.
5. Feel free to call our office if you have any questions or concerns. We are here to help you make your time at GCSC as successful as possible!

Sincerely,

Disability Support Services