

Disability Services Request Form



Pine
Technical
College

Revised: 3/2010

Step 1: Arrange a meeting with the Director of Disability Services

The first step is to arrange a time to meet with Gloria Baker, Director of Disability Services, to discuss your personal plan/issue.

Name (First, Middle Initial, Last): _____

Student Identification Number ("Tech ID"): _____

I am a student registered at PTC in the (list your program) _____ program.

Home phone or cell phone number: _____

Written Documentation/Proof of Disability

Students requesting services and/or accommodations from the Office of Disability Services will need to provide proof of the disability in a form of documentation. This will be discussed at the initial meeting with the Director of Disability Services. If the student does not have proof, and the case sounds as though it should qualify, the Director of Disability Services will refer the student to agencies that can help with diagnosing and with providing the necessary documentation.

Confidentiality

Any information shared with the Office of Disability Services is strictly confidential.

About Disability Services

The mission of the Office of Disability Services is to ensure access to academic programs and campus facilities of Pine Technical College for all individuals. If you think you may have a disability, contact the Office of Disability Services for more information and to learn how the Office of Disability Services may help you with your academic goals at PTC.



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