

Frequently Used PCCC Office Numbers

Paterson Campus Main Number	973-684-6800
Passaic Academic Center	973-341-1600
Wanaque Academic Center	973-248-3000
Admissions	973-684-6868
Continuing Education	973-684-6153
Bursar	973-684-5202
Registrar	973-684-6400
Financial Aid	973-684-6100
Center for Student Success (CSS)	973-684-5524
Equal Opportunity Fund (EOF)	973-684-5662
Student Support Services (SSS)/Trio	973-684-6334

College for Students with Disabilities:

It's different from high school!

In high school, students' districts identify them as eligible for services. ***In college***, students are responsible for identifying their special needs to college personnel.

In high school, the district must update evaluations.

In college, students are responsible for having their documentation updated.

In high school, special needs students' program requirements may have been very different from that of mainstream classes.

In college, no fundamental alteration of the college requirements is permitted.

The college is required by law to provide reasonable accommodations to the academic program, but **students are responsible for presenting the college with documentation**; accommodations can only be based on the documentation provided.



Office of
Disabilities
Services

973-684-6395
pccc.edu/ods

Passaic County Community College
Office of Disabilities Services
One College Boulevard, Paterson, NJ 07505

Therese Slusser

Coordinator

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A202A, PAC218, WAC116

Policy Statement

Passaic County Community College is committed to assisting students with special needs – students who are learning disabled or who have a physical, emotional or sensory challenge.

The goal of the Office of Disabilities Services (ODS) is to promote **Student Self-Advocacy**. This is the ability of a student to clearly communicate information about his or her physical, sensory, emotional or learning challenge to college personnel in order to obtain accessibility to programs and services at PCCC. In order for students to advocate for themselves, they must understand their disability and the ways in which it impacts college performance. They must have a clear set of goals – for college and beyond! Above all, students with disabilities must be motivated to do whatever is necessary to succeed in the college world. After students have presented documentation of their disability to ODS, they are guided toward greater self-advocacy through several available services.

Services Available

The following services are available if the student's request for accommodating his/her disability is deemed by ODS to be "reasonable and appropriate":

- Academic Accommodations/Adjustments
- Accommodations to physical setting
- Academic Advisement/Priority Registration
- Alternative Testing
- Referral to community resources and regional centers

Documentation Requirements

Students who have **been accepted** to PCCC and wish to request academic accommodations/adjustments should contact ODS at 973-684-6395. Students must present recent documentation (dated within three years) of their disability **before** their requests will be addressed by the college.


The following is a list of documents which must be presented for the corresponding disability:

For a physical or sensory disability –
Physician's diagnosis and report.

For a psychiatric/psychological disability –
Report containing diagnosis from a licensed psychiatrist, psychologist or social worker.

For a learning disability –
Educational Evaluation and Psychological Evaluation, specifying diagnosis, by a licensed psychologist and learning consultant. Test scores must be included.

An IEP (Individualized Education Plan) is sufficient for documentation if it contains this above information specific to the disability.



After meeting eligibility requirements it is the student's responsibility to facilitate his/her accommodations.