Welcome!

*Please read the following information carefully, then click "Next" at the bottom of the page to continue.*

Welcome to your customized Disability Support Services (DSS) Policies & Procedures meeting. The completion of this process is required for all students with approved accommodation plans. The purpose of Policies & Procedures is to ensure that you understand how to utilize your accommodations and effectively work with our office during your time here at Clark. In other words, we want you to know what you are expected to do and what you can count on us to do.

Please understand that you will *most likely* only have to complete Policies & Procedures one time. There are a couple exceptions:

* 1. If you do not attend Clark for more than a year, then return and want to use your accommodations, you may be asked to complete Policies & Procedures again.
	2. If you are approved for an additional accommodation at some point in the future, you may be asked to complete an additional Policies & Procedures agreement.

Not all accommodations have a corresponding Policies & Procedures agreement. As always, if you have any questions or concerns about your accommodation plan, feel free to contact us.

**Failure to complete Policies & Procedures may result in suspension of your accommodation plan**. If you are suspended from services, you may be asked to complete Policies & Procedures **before** you will be able to access your accommodations.

Before we start, let's clarify some of the vocabulary used in the following agreements:

* + "You" means you - the student with a documented disability and an approved accommodation plan
	+ "Accommodations and "academic adjustments/auxiliary aids" are used interchangeably

Please contact the DSS Office if you have any questions or concerns about this process or any of the agreements.

Thank you!

Aaron, Daniel, Donna, Heather, Irene, Jon, Julie, Kate, Katie, Kirsten, and Tammy

*Click "Next" to continue.*