

Center for Student Academic Success

800 South Tucker Drive ▪ Hardesty Hall, Second Floor ▪ Tulsa, Oklahoma 74104
ph: (918) 631-2315 / f: (918) 631-3459 ▪ E-mail: csas@utulsa.edu ▪ www.utulsa.edu/csas

Academic Support Program

The Center for Student Academic Success offers a comprehensive range of academic support services and disability accommodations for current students enrolled in the University.

CSAS is committed to helping students succeed academically and believes in providing all students with appropriate resources to monitor his/her progress.

- Student Disability Office
- Academic success workshops
- Academic Success Coaching in individual setting
- Tutorial services
- Identify and monitor students at risk

Student Disability Office

CSAS provides services which will, in combination with the resources and talents of the student, maximize the students' independence for full participation in the TU curriculum and provide an opportunity to achieve career goals.

TU and CSAS provide reasonable academic-related and other accommodations for students with documented disabilities when there is a disability-related need for the accommodation. TU is in compliance with requirements under Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act and Amendments. Students must provide sufficient disability documentation as determined by the 504/ADA Coordinator to CSAS before services or accommodations will be provided. Documentation should be no more than three years old. It is the student's responsibility to provide or pay for the cost of this evaluation and/or documentation. After the appropriate documentation is received at CSAS, the student should make arrangements to meet with the 504/ADA Coordinator or designee to discuss disability-related needs. TU reserves the right to determine the most effective and timely accommodation(s) after consultation with the student and appropriate health care providers, with the student's permission, as the 504/ADA Coordinator deems essential.

There are detailed procedures for the use of the

services or accommodations, and there are appropriate restrictions or limitations on some of the services and accommodations. Students should meet with CSAS staff to discuss these procedures and review the written information, and to resolve any problems with access to campus programs or activities. ***Certain services or accommodations may need more advanced planning and the student is urged to contact CSAS at least three weeks before the start of classes for any semester.*** Policies and procedures are available on the CSAS Web site (www.utulsa.edu/CSAS) or at the CSAS office.

General Services for students with disabilities

- Consultation with faculty and students about disability accommodations for courses
- Disability management advising
- Advocacy for appropriate disability accommodations
- Disability resource materials
- Referral to community resources
- Disability Awareness Student Committee
- Referral for assessment(s)
- Orientation to physical access features and routes
- Access ramps to most facilities
- Assistance with architectural barriers

Types of Disabilities recognized at the University

- Physical disabilities
- Serious medical conditions
- Hearing disabilities
- Visual disabilities
- Psychological disabilities
- Learning Disabilities
- Attention Deficit Disorder (ADD) or Attention Deficit Hyperactivity Disorder (ADHD)
- Others as deemed appropriate

Please Note: Students with Learning Disabilities or Attention Deficit Disorder are strongly urged to contact CSAS about the diagnostic testing guidelines for the TU eligibility committee. There are specific testing instruments and procedures that are required, and the diagnostic report must

have been completed within the past three years.

Possible Accommodations for students with disabilities

- Priority registration for classes
- Special seating locations in classes
- Testing accommodations: additional testing time and distraction-reduced testing environments
- Recording lectures and Note taking assistance
- Technology accommodations in class
- Assistance in ordering pre-recorded textbooks/materials and e-books
- Loan of cassette recorder/players (available on a limited basis)
- Scribes and readers for exams
- Part-time enrollment, or reduced course-load
- On-campus transportation, accessible parking
- Course substitutions
- Absence notification
- American Sign Language interpreting services when arranged in advance per CSAS guidelines
- Assistive listening devices, TDD's
- Captioning (when available)
- Document conversion (enlarged printing and scanning)
- Assistive computer technology
- Braille transcription

Prospective and Incoming Students

If you desire to provide verification about your disability and request accommodations, please contact CSAS prior to the start of the semester.

Current Students

The university policy relating to students with disabilities is published in the Student Handbook. The policy and related forms are available at CSAS and online in the TU Portal which are subject to periodic review and revision by the university. For specific information, please refer to the policy as published.

Self-Advocacy

CSAS promotes student self-advocacy for their individual needs. CSAS staff will assist students

in consulting with faculty about their disability accommodations. Students, upon receipt of their accommodations, are encouraged to speak with their instructors during the first week of classes about their needs and visit their classrooms ahead of every semester to check for accessibility.

Campus Accessibility

TU is striving to make the campus fully accessible for students with mobility impairments. Please refer to the accessibility map to locate routes with the least restrictions. If for any reason a class or other campus activity is scheduled in an inaccessible location, the class or activity may be relocated upon request to the 504/ADA Coordinator.

Additional Information:

Center for Student Academic Success
Hardesty Hall Holmes Student Center 2nd Floor
800 South Tucker Drive
Tulsa, OK 74104-3189
918.631.2315 (Voice)
918.631.3329 (TDD)
918.631.3459 (Fax)

For a confidential consultation, call the Center for Student Academic Success, 918.631.2315.

Nondiscrimination Statement: The University of Tulsa does not discriminate on the basis of personal status or group characteristics including but not limited to the classes protected under federal and state law in its programs, services, aids, or benefits. Inquiries regarding implementation of this policy may be addressed to the Office of Human Resources, 800 S. Tucker Drive, Tulsa, Oklahoma 74104-3189, (918) 631-2616. Requests for accommodation of disabilities may be addressed to the University's 504 Coordinator, Dr. Tawny Rigsby, (918) 631-2315. To ensure availability of an interpreter, five to seven days' notice is needed.