



Albany Technical College and the Technical College System of Georgia is an equal opportunity employer and offers career and technical education programs for all regardless of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member of citizenship status (except in those special circumstances permitted or mandated by law). This non-discrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Investment Act of 1998 (WIA) Title I financed programs, educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.

For Veterans Affairs, contact: Amy Lovelace, VA Representative, Albany Technical College, 1704 S. Slappey Blvd., Albany, GA 31701, 229.430.3505 or alovelace@albanytech.edu

Albany Technical College offers additional services to students with limited English language skills or with disabilities so that they may benefit from these programs. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance.

For more information on Title VI, contact: Shirley Armstrong, Vice President for Academic Affairs, Albany Technical College, 1704 S. Slappey Blvd., Albany, GA 31701, 229.430.3511 or sarmstrong@albanytech.edu

Title IX of the Education Amendments prohibits discrimination on the basis of sex in education programs or activities and also covers employment and admission to institutions that receive federal financial assistance.

For more information on Title IX, contact: Kathy Skates, Vice President of Administration, Albany Technical College, 1704 S. Slappey Blvd., Albany, GA 31701, 229.430.3524 or kskates@albanytech.edu

In accordance with Section 504, no qualified individuals with a disability in the United States shall be excluded from, denied the benefits of, or be subjected to discrimination under any program or activity that either receives Federal financial assistance or is conducted by an Executive agency or the United States Postal Service.

For more information on Section 504, contact: Regina Watts, Special Needs Coordinator, Albany Technical College, 1704 S. Slappey Blvd., Albany, GA 31701, 229.430.2854 or rwatts@albanytech.edu



SERVICES FOR STUDENTS WITH DISABILITIES



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ALBANY
Technical College

SERVICES FOR STUDENTS WITH DISABILITIES



Albany Technical College ensures that its facilities, programs and activities are accessible to individuals with disabilities. The disability services professionals at Albany Tech provide assistance and services to ensure accessibility and to meet the diverse needs of students with disabilities who are interested in and can benefit from the many programs offered at Albany Technical College.

WHO? IS ELIGIBLE FOR SERVICES?

Federal statutes state that no qualified individual with a disability can be denied access to, or participation in, any activity or program solely on the basis of a disability.

A “qualified individual with a disability” is defined as a person who meets the academic and technical standards required for admission to, or participation in, the college’s programs and activities. Individuals who are protected under these statutes include those with physical disabilities, sensory disabilities, learning disabilities and chronic health impairments. Moreover, individuals with temporary disabilities due to illness, surgery or accident are eligible to receive support services. These services are provided to all individuals with disabilities - applicants, faculty, staff and students - who self-identify, request assistance and provide documentation of a disability.

WHAT SERVICES? ARE PROVIDED?

- Pre-admission assistance to applicants who self-identify, request assistance, and provide documentation of a disability.
- Counseling, advisement, orientation and scheduling assistance.
- Academic support services including accommodations in the classroom and lab settings.
- Special adaptive equipment (text enhancers, text readers, calculators, tape recorders, etc.)
- Educational materials in alternative formats.
- Specialized Software
- Notetakers
- Sign language interpreter services
- Peer tutorial services
- In-service training for faculty and staff to help them in their interactions with students with disabilities.
- CART Services

HOW? DOES AN INDIVIDUAL WITH A DISABILITY REQUEST SERVICES?

Contact Regina Watts, Coordinator for Counseling and Special Services by telephone at 229.430.2854 or by email at rwatts@albanytech.edu.

WHAT DOCUMENTATION? SHOULD A PERSON WITH A DISABILITY PROVIDE?

Information documenting a disability, such as medical, educational and/or psychological reports which would help in determining appropriate assistance and services, should be taken or mailed to Regina Watts at Albany Technical College. This information will remain in a confidential file and will be used to make recommendations for accommodations. Albany Technical College faculty and staff will work cooperatively to develop an individual accommodation plan that will best serve the student’s needs.

WHEN? SHOULD THE DOCUMENTATION BE PROVIDED?

Optimally, substantiating documentation of a disability should be provided when an individual applies to admission to Albany Technical College. This is particularly important if the person will require accommodation during the admissions process (admissions test accommodations, alternative format information, etc.). Documentation must be provided *prior* to any accommodations being made. Disabilities that will require the purchase of specialized equipment should be disclosed well in advance of the individual’s admission to Albany Tech so that the equipment will be available prior to enrollment.