

Provision of Accommodations

The person with a disability can initiate self-identification by seeking assistance from The Center for Accessibility. Students who self-identify elsewhere will be referred to the Center for Accessibility.

In order to receive accommodations in a timely manner, students are encouraged to schedule a meeting with the Accessibility Services Counselor within the Center for Accessibility for documentation review and individualized needs assessment.

Schedule an Initial Intake Meeting by:

- Phone: (609) 343-5680
- Email: cfa@atlanticcape.edu
- In Person: Center for Accessibility Office, Mays Landing Campus, J Building

While it is our preference to discuss your needs in person this meeting can be done in person, virtually, or by phone.

Preferably, documentation will be submitted before the intake meeting, however, proper documentation can be discussed at the intake meeting. The documentation should include a diagnosis of a medical condition(s) and sufficient information regarding the impact on the student's ability to perform and/or function in an educational setting. Documentation must support the need for the accommodations requested. Please consult the CFA guidelines for examples of acceptable documentation.

The documentation can be submitted in one of three ways:

1. Sending as an email attachment to cfa@atlanticcape.edu
2. Bringing the documentation to the intake appointment (J Building, Mays Landing Campus)
3. Mailing to Atlantic Cape Community College Attn. Center for Accessibility, 5100 Black Horse Pike, Mays Landing, NJ 08330

Various assistive technology is available for student use; options can be discussed at your intake interview. You will be referred to the Center for Accessibility to determine the appropriate technology for you.