



Disabled Students Programs & Services (DSPS) Student Orientation

Our Mission

The mission of
Disabled **S**tudents **P**rograms and **S**ervices
(DSPS)

is to provide necessary accommodations,
facilitate independence, self-advocacy and
assist students to attain success with their
educational and vocational goals.

What Does DSPS Do?

DSPS determines eligibility, accommodations and services for students with documented disabilities participating in MSJC programs and activities.

**we can
help**

Who is Eligible?

Examples of disabilities may include but are not limited to:

Acquired Brain Injury
Autism
Intellectually Delayed
Health impairments (cardiac, cancer, diabetes, arthritis, etc.)
Deaf or hearing impairments
Learning disabilities
Mobility impairments
Psychological disabilities
Speech disabilities
Visual impairments
Temporary disabilities (broken bones, surgical recovery, etc.)
Other

The support services and accommodations provided to DSPS students are directly related to the educational limitations resulting from the documented disability.

What are DSPS Students Eligible for?

DSPS students are eligible for reasonable accommodations and support services based on individual needs and the disability documentation provided by the student.

What DSPS Staff will do for you...

DSPS Staff will assist you to:

- ✓ Be an advocate for yourself
- ✓ Become more independent
- ✓ Be successful in your education (with the use of accommodations)
- ✓ Gain maximum access to college curriculum

Connecting to DSPS

Students may be referred to DSPS by:

- Instructors
- Counselors
- Community agencies
- High schools
- A parent
- Or a self-referral

How to become a DSPS Student

1. Complete the MSJC **application**
2. View the DSPS Student Orientation
3. Obtain disability verification documentation
4. Complete the DSPS intake application packet
5. Call DSPS to schedule your intake appointment with a DSPS counselor
6. On the day of your appointment, bring the following:
 - Disability verification documentation
 - DSPS intake application packet



Disability Verification Options

Examples of Documentation (but not limited to):

- Medical Doctor Verification
- Testing results or evaluation from high school *with* IEP
- Current Audiogram
- DD214
- Physical Exam
- Learning Disability Testing (after the age of 13)
- History from another college
- Eye exam from Ophthalmologist

DSPS Intake Application Packet

When entering the DSPS program, you will need to *also* complete the following forms and bring them with you on the day of your scheduled Intake appointment.

- ✓ Application
- ✓ Rights and Responsibilities
- ✓ Consent for Release of Information

You can find these forms here:

<http://www.msjc.edu/DSPS/Pages/New-Student-Intake-Forms-.aspx>

Confidentiality

DSPS maintains confidentiality of all disability & student status information.

When completing the Consent Form (located in the DSPS Intake Application Packet) make sure to list anyone that DSPS can communicate with regarding your disability.

CONFIDENTIAL

Planning Ahead...

Don't wait until the last minute to get your services from DSPS. DSPS staff wants you and your accommodations ready at the start of the semester!

Fall & Spring Semesters

Monday – Thursday

8AM – 5PM

Fridays

8AM – 12PM

Summer Semester

Monday – Thursday

8AM – 5PM

What Are Accommodations?

An accommodation assists in your ability to learn and are intended to level the playing field when educational limitations are present.

Individualized accommodations are approved by the DSPS counselor in collaboration with YOU and are based upon educational limitations resulting from your documented disability.



DSPS Accommodations & Services

Below are some of the accommodations and services provided by DSPS:

Volunteer Note Takers

Tape recorder, Smart Pen, talking calculators

Alt. Media (Large print, Braille, assistive software)

Sign Language Interpreters, real-time captioning, assistive listening devices

Tests/quizzes (extended time, reduced distraction, scribe)



Two Main Responsibilities of a DSPS Student

- 1. Every Fall semester**, all DSPS students must update their DSPS file. This is to ensure that all is well and that updates to your disability (s) are noted.
- 2. Every semester**, once you have registered for your classes, you will then request your services via Student Eagle Advisor Main Menu. Your DSPS counselor or a staff member will go over this process with you. Please know, that if you don't complete this action, your instructors will **NOT** know that you have accommodations or services through DSPS.

DSPS Staff



Interim Director
Paula McCroskey

Counselors
Kathy Barnes -SJC
Joyce Baker -MVC

Office Support
Laurel Sheltren - Clerical Assistant
III
Amber Gutierrez -SJC
Estefany Solis -MVC
Cache Yorke -MVC

Student Support Services
Sara Groves - Support Services Coordinator
Destin Williams - In-Class Support Specialist
Susie Ballard - Alternate Media SJC
Frank Dominguez - Alternate Media MVC

Deaf/Hard of Hearing Support
Erika Martin - Deaf/Hard of Hearing
Coordinator
Hilary Wagner - Senior Interpreter

DSPS Office Locations

San Jacinto Campus (SJC)

- 1499 N. State St.
San Jacinto, CA 92583
- 951.487.3305
- 951.487.0183 (fax)
- dspssjc@msjc.edu

Menifee Campus (MVC)

- 28237 La Piedra Rd.
Menifee, CA 92584
- 951.639.5305
- 951.672.2548 (fax)
- dspsmvc@msjc.edu

If you are in need of services on the Temecula (TEC) or San Gorgonio Pass (SGP) locations, please call our offices for assistance.