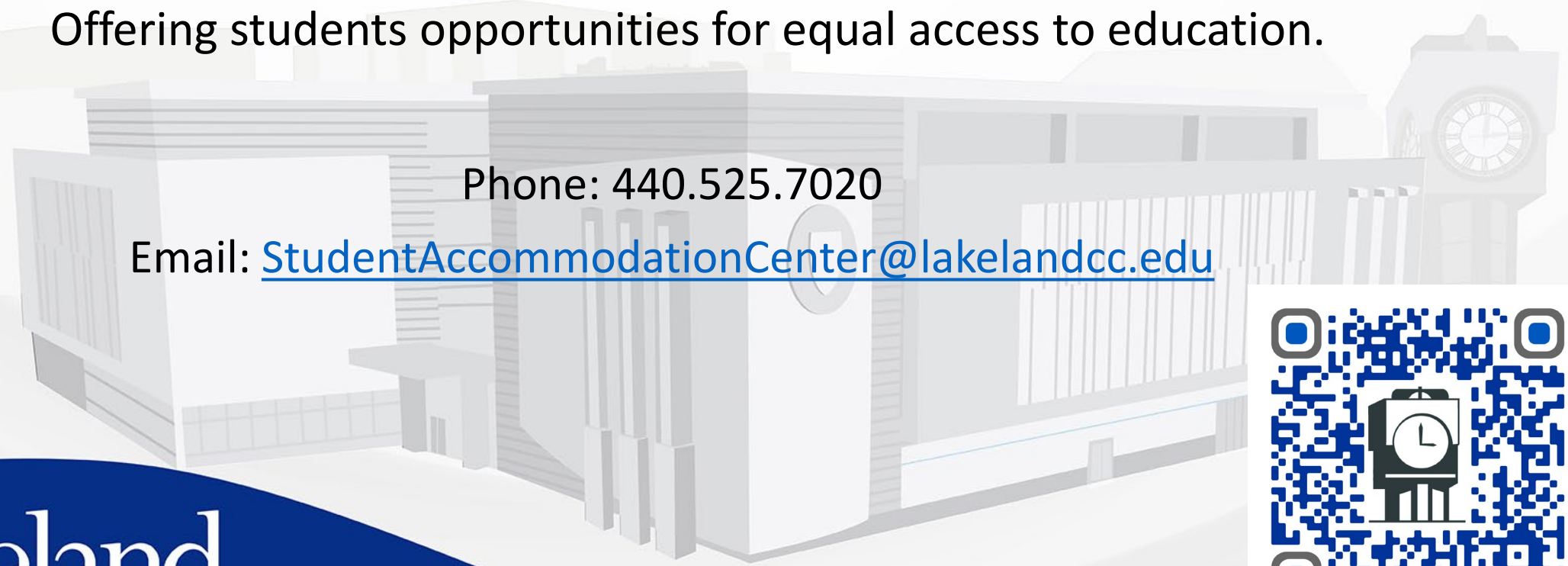
Student Accommodation Center
Lakeland Community College

Offering students opportunities for equal access to education.

Phone: 440.525.7020

Email: StudentAccommodationCenter@lakelandcc.edu



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Welcome New Students

New & Transfer Student Enrollment Checklist

- ✓ Apply Online
- ✓ Submit Transcripts
- ✓ Complete Lakeland 101 online
- ✓ Attend New Student Orientation on campus

Enrollment Checklist

General Admissions questions can be directed to:

Phone 440.525.7100

Email: Admissions@lakelandcc.edu

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Placement Test

- May not be needed depending on high school GPA and ACT/SAT scores
- Taken in Lakeland's Test Center, a quiet, semi-private environment
- **Untimed**
  - Recommended: Schedule early in the day to finish during the Test Center's normal operating hours
- Calculator embedded with math problems, where allowed

See https://lakelandcc.edu/placement for resources and links to prepare and schedule.

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Welcome New Students

Placement Test, continued:

Accommodation needed?

Steps to take prior to test day:

1. Email a copy of your IEP or 504 Plan to StudentAccommodationCenter@lakelandcc.edu
2. Clearly state in your email what accommodation you need on the Placement Test
3. If your document supports your request, we will:
    a. Reply to your email to approve the accommodation &
    b. Notify the Test Center of your approved accommodation
4. Recommended: Bring your approval email with you on test day

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Steps to Put Accommodations in Place

Step One: Provide copies of documentation

Examples:

- ✓ Individualized Education Program (IEP) and Evaluation Team Report (ETR) from high school
- ✓ 504 Plan from high school
  - ➢ Ideally less than 5 years old
  - ➢ Not sent with transcripts
  - ➢ You may request copies from the Board of Education in the public school system where you graduated

Other Examples:

- ✓ Letterhead note from a professional that includes your diagnosis or diagnoses
  Helpful if note states how diagnosis/es affects learning and provides suggested accommodations
- ✓ Neuropsychological evaluation

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Steps to Put Accommodations in Place

Step One: Provide copies of documentation

- Secure upload provided, see barcode:
- Email to StudentAccommodationCenter@lakelandcc.edu
- Fax to 440.525.7038
- In The Student Accommodation Center
  - Call to schedule: 440.525.7020

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Steps to Put Accommodations in Place

Step Two: Meet with a Counselor for Students with Disabilities (CSD)

- On campus and remote appointments available
- Approximately one hour
- Student may invite another attendee such as a parent to the meeting

You will likely discuss...

- ✓ How your disability affects learning
- ✓ Accommodations you have used in the past and how they may be applied in a college setting
- ✓ Resources available to you on campus to support learning
- ✓ Checklist of responsibilities that you should know to be successful as a college student

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Reach Out to the Student Accommodation Center

Phone: 440.525.7020

Email: StudentAccommodationCenter@lakelandcc.edu

We look forward to meeting you!

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