FREQUENTLY ASKED QUESTIONS

What documentation do I need to receive services?

Authentic documentation from a licensed or certified professional that identifies a diagnosis must be provided for review to evaluate eligibility for services and reasonable accommodations.

Where do I take proctored exams, if I am approved for testing accommodations?

Proctored exams are administered either by the Instructor or the University Testing Center. All exam proctoring request must include an Exam Proctoring Instruction Form to maintain a secure testing environment and practice.

Will my high school accommodations automatically transfer to a college or university?

No, high school accommodations are not automatically processed. In college, it is the student’s responsibility to self-identify by applying for accommodation services.

Do I apply for accommodations every semester?

Yes, registered students must complete an Accommodation Request Form every semester for currently enrolled classes.

NON-DISCRIMINATORY LAWS

The Americans with Disabilities Act (ADA) of 1990 is a civil rights law that prohibits discrimination against individuals with disabilities. The ADA Amendment Act of 2008 expanded the disability definition to include episodic impairments that limits major life activities when active.

The Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against individuals with disabilities in programs that receive federal financial assistance.

The Section 508 of the Rehabilitation Act requires educational institutions that receive federal funding to ensure that electronic information is accessible to individuals with disabilities.
ABOUT SASO
Welcome Tigers! We offer individualized academic accommodation service plans that are structured to support students in pursuing their educational goals. SASO will protect the civil rights of students with disabilities. SASO’s motto is to promote self-awareness, self-determination, and self-advocacy in a comprehensive accessible environment. We look forward to meeting you and providing you with valuable services.

ELIGIBILITY AND DOCUMENTATION
In order to determine eligibility for services, SASO requires complete and current documentation identifying a specific diagnosis. SASO does not provide clinical assessments to determine a diagnosis. SASO mission is to ensure that qualified individuals with diagnosed disabilities are afforded an equal opportunity to access and participate in University programs, services, and activities through the provision of accommodations and advocacy.

HOW TO APPLY?
Be a Tiger!
Complete a Service Inquiry Packet.
Submit a complete packet with authentic documentation.
Complete an Intake Assessment.
Complete the Accommodation Plan Review Meeting.

ACCOMMODATION PROCESS
May take 2 weeks contingent on the completion of the How to Apply process. Once completed, accommodation letters are electronically sent to the Student and all Instructors. Applicants are processed on a case by case basis, in a first come, first serve manner.

OUR SERVICES
SASO collaborates with students that have documented disabilities and Instructors to provide reasonable accommodations, auxiliary aids, and academic support services.

SASO ASSISTIVE TECHNOLOGY LAB
TECHNOLOGY
Kurzweil 3000 JAWS
Zoom Text Dragon
Snap & Read C-Pen Reader
Closed Circuit TV Adjustable Work Stations
PC & Mac Computers Contego FM System

AUXILIARY AIDS
American Sign Language CART Captioning Services

ACADEMIC ENHANCEMENT TRAININGS
Time Management Stress Management
Test Anxiety Test Taking Tips
Learning Styles Note Taking Tips

CAMPUS RESOURCES
Student Academic Support Services
Academic Skills Center
Tutorial Services
University Counseling Center
Student Health Center
Texas Workforce Solutions

LOCATION
The Student Health Center is located off of Tierwester between Blodgett and Rosewood.
Student Health Center, Room 140
3100 Cleburne Street
Houston, Texas 77004
Office: 713-313-4210
Fax: 713-313-7817
Disability.Services@tsu.edu
www.tsu.edu

HOURS OF OPERATION
8:00 AM – 5:00 PM
MONDAY-FRIDAY
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CONFIDENTIALITY
Students confidentiality and privacy is always maintained by HIPAA and FERPA. Students must provide a written consent to release information with TSU community agents, health care providers, and/or others who have a legitimate need to know.