



ALVIN COMMUNITY COLLEGE  
OFFICE OF DISABILITY SERVICES  
ods@alvincollege.edu  
281-756-3533

## Students with Disabilities

Disabled students are students with some physical or mental impairment that substantially limits one or more major life activities and may be eligible for academic / physical accommodations.

Disability related documentation should provide information on the functional impact of the disability so that effective accommodations can be identified. Documentation may include assessments, reports, and / or letters from qualified evaluators, professionals, or psychologists, diagnosticians, and / or information from a previous school (e.g. 504, IEP, or ARD documents).

Arrangements should be made **60 days prior** to the time accommodations are needed.

Follow the steps below if you need accommodations:

1. Make an appointment with the Coordinator of the Office of Disability Services (ODS)
  - a. Please call 281-756-3533, 281-756-5701 or email [ODS@alvincollege.edu](mailto:ODS@alvincollege.edu)
  - b. Allow at least one hour for the appointment.
2. Provide documentation of your disability, please refer to the website for specific requirements.

Go to the Website:

1. Go to **[www.alvincollege.edu](http://www.alvincollege.edu)**
2. Hover over **Students** from the links located at the top of the screen to see **Disability Services** under the Future Students heading.
3. Click **Disability Services**.
4. Under the ADA banner, click **Disability Documentation**, a two-page PDF will open titled, "Guidelines for Documentation of a Disability."

**Evening hours are available by appointment.**