

Registering with the Disability Services Office (DSO) Bank Street College

Bank Street College posits that dis/ability is a feature of a person's diversity, not something to be viewed negatively (Gill, 1994). We recognize dis/ability as a characteristic of diversity that is at the heart of society and the college community. Therefore, we encourage students to self-identify and to provide further information as soon as possible after admission to the College so that they may receive the support and reasonable accommodations that will make their learning more accessible. Gill, C. (1994). Two models of disability. Chicago Institute of Disability: University of Chicago

To register with the DSO you must set up an appointment with me (Peggy McNamara, Coordinator, Disability Services Office). At that appointment we will discuss the nature of your disability and its potential impact on your learning and performance at the college. You will also need to submit a copy of your most recent evaluation by a certified professional. You will fill out and sign a short form that includes contact information, a short description of your disability or diagnosis, age of onset, and the types of accommodations you may have received in the past. You can always register with the office and not seek accommodations. The information you share with me is confidential, however legally the college has to keep a list of students who have registered with the office. The list is maintained by the registrar's office and is not distributed.

If you choose to seek accommodations, your evaluations must indicate the ways in which your disability impacts on your learning or performance. Please keep in mind that you do not have the right to accommodations unless you register with DSO and that you cannot seek accommodations retroactively. You and I will discuss your evaluations and your experiences as a learner, and a determination will be made about eligibility for accommodations.

If you are eligible for accommodations, we will discuss the types of reasonable accommodations you can seek that will best support your success with your studies. I will provide you with a letter describing the accommodations to which you are entitled that you can choose to present to your course instructors and/or advisor.

As you pursue your studies at Bank Street, one of the most important things to keep in mind is communication. It will be important for you to explain to instructors at the beginning of the semester what your needs are. You can communicate your needs without having to disclose the nature of your disability if you wish. The more clearly and constructively you communicate with instructors, your advisor, and with site supervisors, the better you will be able to advocate for yourself as a learner and successfully navigate the demands of the college. Should an instructor refuse to grant an accommodation to which you are entitled, please contact me immediately. I am here to answer any question you might have and to provide assistance to you.

I look forward to working with you and supporting your success here at Bank Street.

Peggy McNamara, Ed.D
Coordinator, Dis/ability Services Office
Office 607
dso@bankstreet.edu
(212) 875-4586