

## College Credit = College Accommodations NTC Approves Accommodations

**Re: NTC Dual Enrollment:**

Dual Credit	Start College Now (formerly Youth/Course Options)
High School Academies	High School Contracts/Distance Learning
Youth Apprenticeship (YA)	

**NTC College Accommodations are approved by NTC Disability Services**

If a high school student is seeking college credit and wants to use accommodations for Dual Enrollment, then the student needs to complete the following steps:

1. Complete the "Accommodations Application Form". This electronic form can be located on the NTC Disability Services web site or at the following link:  
[https://ntcforms.formstack.com/forms/accommodations\\_application\\_form](https://ntcforms.formstack.com/forms/accommodations_application_form)
2. Provide disability documentation (IEP) that lists a diagnosis to NTC's Disability Services.
3. Once the above two steps are completed, either the student or their Special Ed case manager will be contracted to arrange a meeting. Preferably both, the student and the case manager will do a phone meeting with the NTC DS director, to get approved for accommodations. After the accommodations are approved, the student will receive an Accommodation Card.

**College Accommodations**

College accommodations will NOT be the same as the student's high school accommodations. Please review the card to determine which accommodations were approved.

**Accommodations are not mandatory**

Once a student is approved for accommodations, they can choose which approved accommodations they want to use and when they want to use them.

**Instructor is alerted**

Instructor cannot supply any accommodations without reviewing the Accommodation card, to determine which accommodations were approved by NTC Disability Services.

**Example of an Accommodation Card:**

Name: Mickey Mouse  
 ID#: 123456789  
 Present card to instructor(s). Accommodations are confidential.  
 For any questions regarding approved accommodations, contact:  
 Disability Services (DS)  
 715.803.1469  
 DS@ntc.edu  
<http://www.ntc.edu/disability-services>  
 DS Staff Signature: [Signature]  
 Date: MM-DD-YY

NTC Accommodations: Fall 2018-Summer 2019  
Testing (Student completes online request for each test):  
 1.5x (For tests/quizzes only)  
 Reduced Distraction Area  
 Speech Software   
Classroom/Courses:  
 Captioning  Accessible Materials  
 Recording device for lectures  
 Etext  
 Other: \_\_\_\_\_