



Antigo:

■ **Antigo, East Campus**
Wood Technology Center of Excellence
 312 Forrest Avenue
 Antigo, WI 54409
 715.623.7601

Medford:

■ **Medford, West Campus**
 1001 Progressive Avenue
 Medford, WI 54451
 715.748.3603

Merrill:

■ **Public Safety Center of Excellence**
 1603 Champagne Street
 Merrill, WI 54452

Phillips:

■ **Phillips, North Campus**
 1408 Pine Ridge Road
 Phillips, WI 54555
 715.339.4555

Spencer:

■ **Spencer, Southwest Campus**
 808 N. Pacific Street
 Spencer, WI 54479
 715.659.5120

Wausau:

■ **Wausau, Central Campus**
Advanced Manufacturing & Engineering Center of Excellence
Center for Business & Industry
Center for Geriatric Education

Center for Health Sciences
 1000 W. Campus Drive
 Wausau, WI 54401
 715.675.3331

Agriculture Center of Excellence
 6625 County Road K
 Wausau, WI 54401
 715.675.3331

Diesel Technology Center
 3353 Geischen Dr
 Wausau, WI 54401
 715.675.3331

Wittenberg:

■ **Wittenberg, Southeast Campus**
 402 N. Genesee Street, Suite 3
 Wittenberg, WI 54499
 715.253.3500

➔ For more location information visit www.ntc.edu



Disability Services

DISABILITY RELATED SERVICES INCLUDE:

- Academic accommodations
- Transition services
- Resource lab
- Resource support
- Case management services
- Advocacy
- Dual Credit



JoDee Smith,
 Director of Disability and Testing Services
 888.682.7144, Ext. 1195
 Ph 715.803.1195
 smithj@ntc.edu



Lynn Brunke
 Accommodations Specialist
 Transition Specialist
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 Accommodations Specialist
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Lisa Krause
 Testing Specialist
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 Ph 715.803.1125
 krausel@ntc.edu



Gail Wiegert
 Testing Specialist
 888.682.7144, Ext. 1459
 Ph 715.803.1459
 wiegert@ntc.edu

How to Get Started

1. Submit the Accommodations Application Form, which is located on the NTC's Disability Services webpage:
www.ntc.edu/disability-services
2. Provide disability documentation. Documentation can be submitted in a variety of ways:
 - Drop off at Disability Services, Wausau campus, room C163
 - Fax to confidential line: 715.301.2469
 - Scan & email to DS@ntc.edu
 - Mail to: Northcentral Technical College
 C110 – Disability Services
 1000 W. Campus Drive
 Wausau, WI 54401
3. Once an Accommodations Application Form and documentation are received, the student will be contacted by Disability Services staff to schedule an appointment to discuss appropriate accommodations. For our distance learners, appointments can be done virtually or via phone.

In order to ensure that accommodations are in place at the start of the semester, we encourage students to request services and accommodations four weeks prior to the start of the semester.

Contact Information

DISABILITY SERVICES

Phone: 715.803.1469
 Fax: 715.301.2469
 Email: DS@ntc.edu
 Monday - Friday: 7:30 a.m. - 5:00 p.m.

Student Responsibilities

- Meet the essential qualifications and institutional standards
- Disclose disability in a timely manner to Disability Services
- Provide appropriate documentation
- Inform Disability Services of accommodation needs
- Talk with instructors about accommodations
- Renew accommodations card every fall
- Maintain and return borrowed equipment
- Make arrangements for personal care needs (personal care attendants or orientation and mobility training)
- Request accommodations once approved



Academic Accommodations

Academic accommodations are reasonable accommodations, intended to make classes equally accessible while maintaining established course standards.

TESTING ACCOMMODATIONS

- Extended test time
- Reduced distraction area
- Speech software
- Alternative formats as needed

E-TEXT (ACCESSIBLE BOOKS)

E-text is an electronic version of the printed copy of the textbook. This accommodation allows a student to “listen” to books with free text-to-speech software.

CLASSROOM/COURSE ACCOMMODATIONS

- Recorder/SmartPen
- Accessible Materials
- Sign Language Interpreters
- Short breaks as needed
- Small group presentations
- Closed captioning

ADAPTIVE EQUIPMENT

- Talking calculators
- Assistive listening devices
- Accessible table

Other accommodations may also be available based on documentation and student needs.

Additional Disability Services

Disability Services staff are committed to encourage independence and assist students in realizing their academic potential.

TRANSITION SERVICES

- One-on-one assistance
- Promote self-advocacy
- Preparation assistance
- Dual Credit

RESOURCE LAB WITH SOFTWARE

- Text-to-speech software
- Screen reader software
- Voice input software
- Screen magnification software
- Accessible workstations

RESOURCE SUPPORT

- User support for assistive equipment and software
- Assistance in obtaining E-text
- Assistance in obtaining testing accommodations
- Equipment loans
- Tutoring referrals

CASE MANAGEMENT SERVICES

Specialized disability related advising and counseling to meet the student’s individual needs.

NTC has many resources available to students

For students with disabilities, many times the recipe for success is a combination of accommodations and active utilizations of additional support services including:

PROGRAM ADVISING SPECIALISTS ROOM C132, 715.803.1797

- Course and program advising
- Registering for classes
- Academic concerns
- Developing educational plans
- Referral to campus and community resources

COLLEGE PREP CENTER (CPC) ROOM C170, 715.803.1152

- Computer literacy, internet, email use and keyboard basics
- GED/HSED/5.09/ABE

ACADEMIC RESOURCE CENTER (ARC) ROOM C175, 715.803.1403

- Instructor and peer academic support
- Study groups and online resources
- Help with reading, writing and math skills
- Instructor and peer academic support (tutoring):
 - Time Management
 - Paper Writing
 - Math Content
 - Textbook Reading
 - Note Taking
 - Assignment
 - Preparing for Tests
 - APA Style/Reference
 - Canvas Support

COUNSELING-PEACEFUL SOLUTIONS ROOM C132, CALL FOR APPT 715.803.1797

Peaceful Solutions offers counseling services on campus for personal and mental health concerns.

VETERAN SERVICES

Contact Tou Yang at 715.803.1252