

Disability Support Services New student Checklist

Student Name _____ **Semester** _____

- Call Disability Support Services to schedule a new student intake meeting with DSS**
- Meet with DSS staff for intake meeting**
- Fill out “Request for Accommodations for New Students” form**
- Read/sign “Rights and Responsibilities of Student with Disabilities” form**
- Read/sign “Rights and Responsibilities of the College of Southern Maryland” form**
- Read/sign “Procedure for Requesting Services” form**
- Provide appropriate documentation**
- Discuss impact of disability on learning process and discuss appropriate/reasonable accommodations with DSS staff**