



Disability Support Programs and Services (DSPS)

Room H202, 619.388.2780 (v), 619.388.2974(tty)

FREQUENTLY ASKED QUESTIONS

What is DSPS?

The Disability Support Programs and Services (DSPS) Department is the campus office responsible for determining and providing academic accommodations for students with disabilities. A variety of services (e.g. test proctoring, sign language interpreting, priority registration, disability management counseling) are provided.

How do I go about using the services offered by DSPS?

You must turn in 3 documents before services can start: (1) DSPS application, (2) Online Orientation Certificate of Completion, and (3) Release & Verification of Disability Form (completed by an appropriate professional, copies of medical or psychological reports may be sufficient) or a completed Learning Disability (LD) Intake Booklet. The website www.sdmesa.edu/dsps/ contains downloadable forms for all documents and the DSPS online orientation. You will be contacted within 5 working days and informed of the next step toward receiving services.

How is the confidentiality of a student's records and status maintained?

No information is released from DSPS without a Release of Information form signed by the student. There is nothing on a student's enrollment or transcript to indicate that a student is registered with, or receiving services from DSPS. (DSPS classes do appear on the transcript, however.) With permission from you, your counselor will discuss services and/or educational limitations with your instructor.

How long are the student's records maintained in the DSPS Department?

Documentation of a verified disability is maintained for 5 years. Verification information will be copied and returned to the student. Students are strongly encouraged to keep copies of documentation for future use.

Is my State of California placard sufficient for disabled parking on campus?

Yes. You do not need to purchase a Mesa College parking sticker.

Is there a fee for services through the DSPS Department?

No. Services are authorized appropriate to each student's disability and provided free of charge.

Are registration fees waived at Mesa College for students with disabilities?

No. Students with disabilities are responsible for the same fees as all Mesa students. Students receiving SSI may be eligible for the Board of Governors Fee Waiver (BOGW).

Are there special financial aid packages available to students with disabilities?

Information regarding financial assistance for all students is available from the Financial Aid Office (I3-100). Scholarship information is available at Student Affairs (H-500), the Learning Resource Center (LRC) and the High Tech Computer Center (LRC-209). Other resources may include the State Department of Rehabilitation and the Social Security Administration.

Does Mesa College waive course and/or test requirements for students with disabilities?

No. All students must meet both the course and test requirements for graduation. In rare instances, students may petition to have a graduation requirement substituted with alternative coursework. Petitions are considered on a case-by-case basis. This is a lengthy process and students are encouraged to meet with a DSPS counselor.

All I need is test proctoring assistance, do I still need to use DSPS services?

Yes, DSPS will verify that this service is a reasonable accommodation for a class on an individual basis. You prepare for this service by viewing the Student Handbook for Test Proctoring Procedures and completing the Proctoring Quiz (www.sdmesa.edu/dsps/ and click on Test Proctoring Services) before seeing your DSPS Counselor.



General Enrollment Information

1. **Mesa College Application:** Applications can be completed on line at www.communitycollege.net/applyonline
Returning students: If you have not attended Mesa College in the past year, you will need to submit a new application. Computer access is available in the Admissions Office, I-400, 1st floor.
2. **Attend a Mesa College Orientation Meeting:** For dates and times, please call (619) 388-2718, the Assessment/Testing Office (I-400, 2nd floor) for a current schedule. Free catalogs (\$3.00 at the bookstore) are available at these meetings.
3. **Financial Aid:** Apply for Board of Governors Fee Waiver (BOGW) and federal financial aid in the Financial Aid Office located in I-300, 1st floor. Check website for current links or phone (619) 388-2817 for current hours.
4. **Planning Classes:** A counselor in the Counseling Office, I-430, 3rd floor, will help with selecting courses for degree requirements, meeting prerequisites, developing education plans and general transfer patterns. A Transfer Center is also located in I-300, 2nd floor. Check the website or call (619) 388-2473 for current hours.
5. **Class Registration:** Be sure to discuss eligibility for priority registration with your DSPS Counselor Specialist. Class schedules are free and available on the web and at various campus locations. The catalog is available on the web. Reg-E is the San Diego Community College District's (SDCCD) online registration system. Instructions are in the class schedule. Be prepared to pay all fees within five days of registering. When the Department of Rehabilitation or Veteran's Administration pays tuition, students must sign documents in the Accounting Office (I-412, 1st floor).
6. **Buy Textbooks:** Remember, books can be expensive: \$150-300 per course! To determine which textbooks you will need, go to the bookstore with the course reference number (CRN), department and course number and ask for a computerized personal booklist. Books may also be purchased online for online courses. If the Department of Rehabilitation or Veterans Affairs pays for your books, be sure to request monies early.
7. **Student Resources:** A variety of student resources are available which you may want to begin using. Check the website or the Student Planning Guide, available at DSPS, for current information on:

Bridging Lab (H-218: basic skill development for English & Math; GED preparation)

Center of Independent Learning (CIL, LRC, 4th floor)

High Tech Computer Center for Students with Disabilities (LRC 209)

Multimedia Language Acquisition Center (foreign language lab, I-207L)

STAR Tutoring Center (I-300, first floor)

Math and Science Tutoring Center (K-211)

Writing Center (C-108)

Tutoring Appointment Center (H-400)