Mission
The DRC assists students to maximize their potential and prepare for productive life after college. DRC services are individualized to aid each student's independence, productivity and self-esteem. Services are provided to enhance students' access to, and success in, all classes and activities offered at COS. The DRC supports the mission of COS through district community collaboration.

WorkAbility III
WorkAbility III (WA III) is a collaboration between California Department of Rehabilitation and College of the Sequoias. In addition to assisting students in achieving their goals, the program is committed to implementing supportive services to students with disabilities. Our goal is to meet the needs of the local community and employers by providing career preparation activities to students that lead to gainful employment.

We would like to welcome everyone back to a new school year. The WorkAbility III (WA III) program closed the 2012/2013 school year with three successful job placements in the community. In addition, we were able to place WA III students in internships in the following businesses: Visalia Rescue Mission, ABLE Industries, Tulare County Office of Ed, and Proteus. We would like to thank our community members for their continued support of the WA III program; especially our WA III Advisory Board members who continue to provide positive feedback to help the program grow. As we gear up for this new school year, we look forward to helping the WA III students reach their career goals. If you would like more information about the WorkAbility III program or have placements at your business for a WA III Intern please call (559) 730-3805, Maria Hamid, Program Coordinator/Counselor.
Message from the Director

“How Value Added” Education

How can you determine if you are maximizing the opportunities and all of the services the college has to offer? Whether this is your first or last semester at COS, or somewhere in between, determine if you are getting the most out of your education.

A good starting place would be to review your class schedule, work schedule and other obligations. Have you blocked out ample study time for each class? A rule of thumb is to set aside three hours outside of class for every one hour in class to read assignments, review lecture notes, complete homework and study for exams. Next, consider any limitations imposed by your disability. Have you requested and used necessary DRC or campus services to circumvent these limitations? If you feel you have accessed a full complement of services, then evaluate any areas where you still feel you have needs.

Once you have considered these issues and feel you may have other unserved needs, call the DRC office to meet with the Support Services Coordinator or one of our Academic Counselors. They, and other staff, can help you explore your potential needs and direct you to services that might provide the support to enhance your success with your coursework.

Next, enrolling in the Learning Skills Lab may help you find focus in study strategies, organization skills, note taking techniques, memory strategies, and/or other relevant topics which may fill a void in your knowledge base.

Finally, if you are discovering you are not completing exams within the allotted time in class due to slower processing or writing abilities, test accommodation in the form of extra time may meet your need. Similarly, if you are unable to adequately take lecture notes due to processing or writing limitations, a note taker and/or tape recorder may be the assistance you need.

However, in addition to DRC services, there are other resources available across campus for which you may be eligible. The Tutorial Center offers tutoring on virtually any subject taught at COS. Extended Opportunity Programs and Services (EOPS) provides a variety of services for disadvantaged students. Financial aid is available on a need based formula. COS offers a variety of support services that can assist you in your pursuit of higher education. DRC staff may help you in determining if other services or programs on campus will benefit you.

In conclusion, we find similarity with the world of retail/commercial sales as it discusses the concept of “value added” services and products. It is meant to assist the consumer in getting more for their money. In education, this “value added” dimension may guide you to your goal of college success. Therefore, by being your own advocate and determining if you have unmet needs that were once unexplored, you may find potential services or programs to assist you in finding success.

Good luck with this semester and your college experience.

Don Mast, Interim Director, DRC
DRC Testing Center

The testing center is located in the North Sequoia Building, room 12. It has three private rooms available for student usage and six computers with specialized testing software. Students who are enrolled with the DRC may utilize the testing center if they qualify.

What is the Testing Center?

The testing center is a distraction reduced environment in which students (who qualify) may choose to take their classroom examinations. Students that utilize this service will take exams in the center instead of taking them in the classroom. Also, readers and writers are available for those who qualify.

Who qualifies to utilize the Testing Center?

Students who have a verified disability with limitations of processing or writing, or who are easily distracted may utilize the Testing Center. If you are a DRC student and have questions related to qualification, please contact the DRC (559)730-3805.

The Process:

1. A student’s updated Authorized Accommodations (AA) Form must be requested from the DRC and presented to the instructor.
2. Students must then sign up for testing services with the DRC Testing Center and inform them of the classes they wish to receive testing assistance for.
3. The instructor will receive via email, a Request for Test Assistance Form. The form is to be completed by the instructor with the testing conditions that the class is normally allowed. This form is to be returned to the DRC Testing Center and will be kept on file for future exams.
4. It is solely the student’s responsibility to schedule a testing appointment (at least 48 hours in advance) with the Testing Center.
5. Instructors may deliver exam(s) to the DRC Testing Center mailbox, the DRC Testing Center (N. Sequoia Wing-RM 12), or email Christy at christym@cos.edu.
6. At the end of the day, all completed exams will be placed in the instructor’s mailbox. If an instructor would like the exam before then, he/she may pick up the exams (RM 12) at any time.

Reminder: Students must abide by the center policies as well as the guidelines of the instructor for all exams. If you will be utilizing the Testing Center, remember to sign-up every semester.

Changes to the Learning Skills (LS) Lab Class Offerings

The following changes for LS Lab offerings have been implemented:

- LS 308 includes information specifically geared towards students who use DRC services. It covers the effective use of services, legal aspects of service provision, and accommodations beyond COS. Lab practice of applied study strategies continues to be a focal point of the class.

- DRC students may repeat LS 308 depending upon individual circumstances. Students using financial aid should be aware that only a limited number of repeats may be funded, but individual circumstances vary, so be sure to check with the Financial Aid office if you have any concerns about this.
Learning Skills Workshops

All DRC students are welcome to attend the Learning Skills Lab workshops available throughout the semester. The remaining workshops for this semester (held in Lodgepole 114) are as follows:

10/3 @1:10pm Student Services: Everyone Should Use
10/9 @9:10am Get the Accommodations You Need!
10/14 @2:10pm Note Taking Techniques
10/22 @10:10am Stress Management/Tips for Better Focusing
10/24 @ 11:10am Legal Aspects of Disability Services
10/30 @ 1:10pm Memory Strategies
11/4 @ 9:10am Reading Strategies
11/13 @ 2:10pm & Disability Accommodations Beyond COS
11/19 @1:10pm How to Succeed with Math
11/21 @10:10am How to Prepare for Finals
12/3 @12:10pm Get the Accommodations You Need!

DRC Student Reminders:

- If you have become a Department of Rehabilitation consumer, please visit the DRC to fill-out the exchange of information document.
- If you are a student of the program and haven’t had the opportunity to complete or update an SEC, contact our office to schedule an appointment.
- We recommend that all DRC students update their biographical information in Banner. Please use your cell phone number as the primary number in order to receive reminder texts for your DRC appointments.
- Also, if the DRC does not have your seizure and/or diabetes information, please visit us to update your file.

Important Dates-Fall 2013

October 18, 2013 Final Drop Date: Last Day to Drop Classes with a “W” on transcript. Not eligible for refund.

November 11, 2013 Veteran’s Day – Holiday – NO CLASSES

November 14, 2013 Last Day to file for an Associate Degree for Fall 2013.


December 10-16, 2013 Fall Final Exams

December 16, 2013 Fall Semester Ends; Last Day to Make up Incomplete “I” Grades for Fall 2013.

This publication can be made available in an alternative format. Please contact the Disability Resource Center at (559) 730-3805.