Academic Support Center
Student Advocacy Specialist, Marla Minnich
Learning Specialist, Roxy Stuby

Academic Skills Coach, Heather Diritto
Professional Anatomy & Physiology Tutor

Beth Shupp-George
Professional Writing Tutors

Danielle Ramsay & Sarah Feldberg
Professional Math/Stat Tutors

Ashley Wiley & David Goldstein
Business Intern
Charlie, Snow

Interim
Academic Skills Coach,
Mike Davis
Peer Tutoring

- BIOL 110, 129, 141
- MATH 004, 021, 022, 026, 140, 141
- CHEM 101, 108, 110, 112
- SPAN 001, 002, 003
- IST 110
- PHYS 250
- Study Groups now forming: ECON 102 & 104
Upcoming Events

- Tentative: Sophomore Experience Lunch Series, first Wednesday of each month
- Student Success Center Open House
  October 9, 10:30 – 12:30
- Procrastination Prevention Palooza
  October 14 – October 18
- Celebrity Guest Chef, October 22
- ASC Ad-hoc Advisory Board Meeting,
  November 12, 5:30 – 7:30
Office of Disability Services

• **ODS provides services for any of the following conditions:**
  • Attention Deficit/Hyperactivity Disorders
  • Deaf and Hard of Hearing
  • Mobility Impairments
  • Neurological Disorders
  • Physical/Health Disorders
  • Psychological Disorders
  • Learning Disorders
  • Visual Impairments

• **Learn more:**
  ✓ Complete and return the information request form in your NSO folder
  ✓ Contact the **Disability Contact Liaison**
    ✓ Office: GSB 102a
    ✓ [kmw24@psu.edu](mailto:kmw24@psu.edu)
    ✓ Text: (267) 332-5191
    ✓ Phone: (717) 749-6045
  ✓ Visit our website: [http://www.equity.psu.edu/ods](http://www.equity.psu.edu/ods)
Testing Accommodations

authenticate his/her disability. The information contained in this document is confidential and should not be disclosed to a third party without the express consent of the student. Your interest and concern in providing equal educational opportunities for students with disabilities is critical and greatly valued by our students. He/she is to receive reasonable accommodations according the Americans with Disabilities Act, 1990 and the Rehabilitation Act, 1973. The Office for Disability Services recommends the following academic accommodations:

- Extended Testing time (1.5x’s)
- Testing in a non-distracting environment (Academic Support Center)

He/she has been encouraged to discuss the accommodations listed above with you. After the necessary accommodations have been made, He/she should be graded according to the same standards used for other Penn State - Mont Alto students. Please address any

This section is to be completed by the instructor receiving the academic adjustment letter:

- On this date ______________, the student named above presented the academic adjustment letter to me.
- I understand my obligation to provide the identified academic adjustments.
- If I have any questions or concerns, I will address these with the student first.
- If further assistance is needed, I will contact the Office for Disability Services at 749-6045 and speak with the Disability Contact Liaison.

For general information regarding how to work with students with disabilities, please refer to the ODS Faculty Handbook at: http://equity.psu.edu/ods/

Instructor’s Name (print): ________________________________________________________

Instructor’s Signature: _______________________________________________________

Course and Section: _______________________________________________________

Please return this form to the Office for Disability Services.
ODS Testing Center Exam/Quiz Request
Academic Support Center

Student Name: __________________________ e-mail ________________
Cell Phone: ____________________________
Course Name and Number: ________________________
Actual Classroom Exam/Quiz Date: ________________________
ODS Scheduled Exam/Quiz Time/Date: ________________________
Date form given to instructor: ________________________

PLEASE NOTE: This form must be given to instructor at least ___ days prior to the scheduled exam date.

I understand the student will be taking their exam in the Academic Support Center and it is my responsibility to ensure the exam is dropped off and picked up in a timely manner.

Instructor’s Signature: ________________________

Proctoring INSTRUCTIONS FOR ODS EXAMS
ACADEMIC SUPPORT CENTER

Instructor: ____________________________ email: ________________________
Phone Number where you may be reached with questions: ________________________
Exam Completion Deadline: ________________________
Time Given to NON-ODS Students for Exam: ________________________
(The Testing Coordinator will use this time to calculate the time needed for the stated student)

Instructions: (please check all that apply)
   __ Answer on test paper
   __ Separate answer sheet enclosed (scantron)
   __ Calculator permitted
   __ Notes/Book permitted
   __ Other instructions: ________________________

Special Notes: ________________________

------------------ Academic Support Center Use Only ------------------

Form Received by: __________________________ Date: ________________________
Exam Proctored by: __________________________ Date: ________________________
Time Permitted for Exam: __________________________

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