



Reasonable Accommodations are available to students at Andrew College with specific learning disabilities under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Listed below are the basic accommodations that Andrew College provides any student who self-discloses a documented learning disability, which includes AD/HD, TBI, etc., and provides the “appropriate” documentation from a licensed professional. Classroom accommodations are granted by arrangement between the individual student and each class professor. Reasonable accommodations for students are based on the student’s individual psychological or psychoeducational evaluation; therefore a current (within the past three years or after the student’s eighteenth birthday) evaluation must be on file with the Director of the Focus Program. Information on disability documentation guidelines may also be obtained from the Director of the Focus Program. In adherence to the Association on Higher Education and Disability (AHEAD) Program Standards, the Focus Director works with the student to determine appropriate and reasonable academic adjustments consistent with the student’s documentation. The form to be used in establishing reasonable accommodations for each class can be obtained from the Focus Director. Reasonable accommodations commonly include:

- Taping of class lectures and/or note takers and/or lecture notes provided by the professor
- Alternative test format—oral reader, scribe, assistance with scantrons
- Extended time on tests and testing proctored in the Focus Lab to minimize distractions
- Other accommodations may be recommended by the Focus Director upon review of the appropriate documentation and as specified in the student’s psychological evaluation.

Focus Program

Since 1854, Andrew College has offered strong academic support to all enrolled students. By 1994, it became apparent that traditional academic support and classroom accommodations were not sufficient to insure success for some students with learning disabilities and/or attention deficit hyperactivity disorders. At this time, the college began a voluntary, additional fee program entitled Learning Disability Support Services, now referred to as **The Focus Program**. The Focus Program continues to offer an extra level of tutoring and coaching to students who, although capable of college level work, need substantial support to successfully negotiate the transition from high school to college.

The Focus staff is a team of multi-disciplinary professionals with extensive knowledge and experience in their area of specialization including education, psychology, and special education. The staff holds combined professional experience in secondary and postsecondary teaching and administration, special education, counseling, social work, and rehabilitation. Some of the Focus staff members also have teaching responsibilities at Andrew College, which facilitates an excellent faculty/program relationship.

The Director of the Focus Program oversees all aspects of the Focus Program and facilitates the delivery of services to Focus students. In addition to these responsibilities, the Director serves as the Director of Disability Services and the administrative point of contact for disability issues on the Andrew Campus. The Director stays abreast of research and educational developments in the areas of learning disabilities and attention deficit hyperactivity disorders as well as legal rulings and decisions that impact the provision of services to all students with disabilities on the Andrew College campus.

There is a supplemental application process for **The Focus Program** because of the limited enrollment. At the present time, Focus can accommodate a maximum of 20 to 22 students per year. All students at Andrew College who provide appropriate documentation are eligible to receive accommodations. Students participating in **The Focus Program** will also receive additional services:

- A study/mentoring lab that is open 55+ hours per week
- Privately housed testing/study center
- Private computer lab with Internet, WiFi, and local network
- Assistive Technology
- Auxiliary Aids
- Resource materials and study guides
- Printer for academic assignments
- Limited access to photocopier/fax machine for specific needs
- Interim grade reports and facilitated conferences with professors
- Director/Parent limited communication
- Assistance in transfer to senior institution
- Provision of documentation and assistance with information for funding sources, etc.

The Director of The Focus Program and professional staff:

- provide individualized guidance in time management/organizational skills.
- help students to develop/maintain good individual study strategies based upon their personal learning styles and learning differences
- provide academic and career consultation along with campus and community referrals
- assist with specific class assignments and preparation for tests/exams
- offer start-to-finish assistance in writing assignments
- act as Focus student advocates with professors and administrative staff
- offer reflective listening for academic or social dilemmas
- act as ADD/HD coaches
- facilitate study skills groups and teach test taking strategies which include reducing test anxiety
- promote self-determination, self-advocacy, self-efficacy and self-directed learning for each Focus student.

Andrew College and Focus Program Philosophy

The mission of Andrew College is to provide an academically challenging liberal arts curriculum within a nurturing community. The mission of The Focus Program is to empower our students to meet the challenge at Andrew College through the development of personal control and independence coupled with academic learning. The Focus Program facilitates the learning process for students with learning disabilities by promoting self-determination, self-advocacy, self-efficacy, and self-directed learning. We believe in “teaching students how to learn.”

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