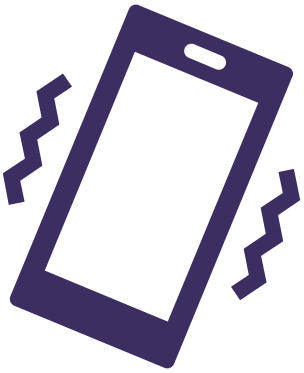
Tips for Your First Meeting with Accessibility Services

Get ready for a smooth start

To make sure you get the support you need right from the start of the semester, it's important to plan a first meeting with **Accessibility Services**. Here's how to get started:

BEFORE YOUR MEETING



1. **Book an appointment**
   Contact Student Services at your campus to set up a meeting. (See contact information below.)

2. **When you call, you can say something like:**
   - "I had an IEP (Individual Education Plan) in high school, and I'd like to have similar support in college."
   - "I have special needs and will need accommodations in college." (You might be asked to explain your needs.)
   - "I need assistive technology for my studies. Who can I talk to about this?"

Getting ready for your meeting

- You are the most important person at this meeting, and we want to hear from you. You can bring a parent, guardian, or friend with you, but it's important to speak for yourself about your needs and learning challenges.

Bring supporting documents

- If you have documents that explain your needs, bring them to the meeting or send a copy ahead of time. (See contact information below.) These might include:
  - A medical report
  - A psychoeducational assessment
  - Your Individual Education Plan (IEP)

DURING YOUR MEETING

You might talk about:

- Strategies and accommodations that helped you in the past.
- What you're most concerned about as you start at Collège Boréal.
- The accommodations you'll need.
- Your school experience and how your needs have affected your learning.
- The documents you brought and which supports are right for you.
- How your accommodations will be set up, and what you'll need to do (for example, giving your professors a letter about your accommodations or requesting a special test setup).

***** IMPORTANT:** To keep getting the support you had in high school, you must book an appointment and attend a first meeting with Accessibility Services at your campus.

Contact Information – Accessibility Services

Phone: 705-560-6673, ext. 2020 (Sudbury campus)
Toll-free: 1-800-361-6673 (all other campuses and sites)
Email: servicedaccessibilite@collegeboreal.ca
Fax: 705-521-6004
Mailing address: Accessibility Services
21 Lasalle Boulevard
Sudbury, Ontario P3A 6B1