



# Disability Resources for Students Office

## Information for DRS Students

[disabilityresources@cptc.edu](mailto:disabilityresources@cptc.edu)

253-589-5767

If approved for services:

- I understand that students who receive reasonable accommodations for disability must meet essential academic and conduct standards. CPTC's academic and conduct standards can be found online.
- I am aware that my rights and responsibilities are outlined on the DRS page on CPTC's website.
- I understand that it is my responsibility to discuss questions or concerns I have regarding accommodations with DRS in a timely manner.
- I give DRS permission to discuss this information, my accommodations, and other relevant information with faculty, advisors, administrators and/or staff to further my educational goals. I understand DRS will enter my disability status in the state ctcLink system for confidential statistical purposes.

Disability Resources for Students (DRS) keeps a record of disability documentation. DRS endeavors to ensure that disability-related documents are kept confidential and shared with college personnel on a limited and need-to-know basis only. Your information cannot be released to anyone not employed by CPTC without your signed permission on an "Authorization for Release of Information" form. There are special circumstances under which the agreement of confidentiality may be broken:

- When a student discloses possible abuse or neglect of a child or incapacitated adult.
- When a student discloses that s/he is a threat to self or others.
- When a student discloses that s/he has experienced discrimination and/or retaliation in violation of Title IX.
- When a student's records are legally subpoenaed.

My signature below denotes I have read the information provided on this form and that I understand the exceptions to confidentiality.

Student ID Number: \_\_\_\_\_

Student Name (Printed): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received (DRS Initials): \_\_\_\_\_ Date: \_\_\_\_\_

Clover Park Technical College does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal. For inquiries please contact Title IX coordinator James Neblett, Associate Vice President for Human Resources & Culture, 253-589-5533, [james.neblett@cptc.edu](mailto:james.neblett@cptc.edu); or Section 504/disability coordinator Melissa Medina, Manager of Student Disability Services, 253-589-5755, [melissa.medina@cptc.edu](mailto:melissa.medina@cptc.edu). All offices are