

How to be your own self advocate

1. **YOU** are responsible for managing your disability in college. You choose when you will take advantage of your accommodations. There may be classes in which you determine accommodations to be helpful and other classes where you determine that accommodations are not necessary.
2. The Teaching and Learning Center will initiate communication with your faculty regarding your accommodations; you will be copied on the email correspondence. From there, it is up to you to speak to your professors in the classes where you need assistance.
3. Speaking with your professors
 - a. You can catch your professor before or after class to speak with them.
 - b. You can find the professor's office hours on the syllabus and stop by the professor's office during these times to speak with him/her.
 - c. You can send your professor a professional email and request a chance to meet with them.
 - d. Once you have a chance to speak with your professor, indicate:
 - Although, they should have received notification from the Teaching and Learning Center re: your accommodations in the classroom, it would be advisable to take a copy of the email with you.
 - You would like to use ____ (whatever accommodation) in their class.
 - Ask how they would like to proceed.

Opening the dialogue with your professor does not mean you need to share your disability details. It merely helps create open communication lines regarding how they can assist you best in their class.
4. Activating your accommodations can occur at any time. The sooner you realize you need to activate/utilize an accommodation in a particular class, the sooner you will be successful. Speak with your professor right away if you find you need your accommodations for their class.
5. If you find you run into problems accessing your accommodations with your professors, please speak to the Teaching and Learning Center as soon as possible.
6. Accommodations are here to support your success at Monmouth College. There is no shame in utilizing the support services available to you. If it helps you become a more diligent, focused, and successful student, we want you to self-advocate for your own success!
7. The TLC staff can be your partner to assist you and to communicate with the faculty, but it is important that you manage your own educational experience...and ask for help when needed.