

Accommodations Interview -- Student Protocol

1. Which of the following areas do we need to work on to help you meet your goals? Please tell me all that apply to you.

Reading

Seeing things in the classroom

Writing/Spelling

Solving math problems

Paying attention

Staying organized or organizing your thoughts

Staying on track

Getting used to changes in the classroom

Remembering

Getting frustrated

Hearing the instructor

Talking with the instructor and others

Getting ideas across to the instructor and others

Getting into or around in the classroom

Sitting still or in one place for very long

Moving or manipulating objects

2. Are there any other areas in which you think you need help?

Let's put all of these areas in order of importance, most important being first:

3. Did you have problems in these areas when you were in high school or a GED program?

4. Do you have any records from school or another agency (like an IEP or test information) or any other information from a teacher or a counselor?

5. Are you taking any medications that might affect your school work, maybe medications that make you drowsy, thirsty or nauseated?

READING

A. Is reading hard because you have difficulty seeing things on the page or across the room? (If no, skip the rest of this section, and go to section “B” on page 3).

Has a doctor told you that you have an eye problem that is causing problems with your vision?

Can you name or describe the problem?

Is your vision changing now?

Is your vision expected to stay the same?

Which of the following are true? Tell me all that apply to you.

Having the lighting just right is important for me.

Regular size print is hard for me to read.

Using very dark print is important for me.

I read slowly-it’s hard for me to follow.

I have trouble making sense of what I read.

I have trouble following the print all the way across page.

I skip lines when I’m reading.

I have trouble reading things at a distance on the backboard or on an overhead.

It’s hard to switch back and forth between reading something close and then something at a distance.

I can’t read notices that are posted on bulletin boards.

Other (specify) _____

Do you have a problem reading your mail? If yes, how do you solve this problem?

Do you have a problem reading labels, prices or expiration dates in the grocery store? If yes, how do you solve this problem?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn’t work or didn’t work well?

Is there anything else about your reading that you would like us to know?

B. Do you feel that your eyes are OK but you have trouble reading for some other reason? If yes, what is the reason?

Which of the following is true? Tell me all that apply to you.

I have trouble concentrating when I read.

I have trouble remembering what I have read.

I have trouble figuring out words.

I can read the words, but I don't understand them.

I read too slowly.

I have trouble finding my place and keeping up when I have to switch from an outline to the board, or from one paper to another.

Other (please add) _____

Do you have a problem reading your mail? If yes, how do you solve this problem?

Do you have a problem reading the menu at a restaurant? If yes, how do you solve this problem?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn't work or didn't work well?

What else about your reading would you like us to know?

WRITING

A. Is writing hard for you because you are having trouble physically, either with your hands or eyes? (If no, skip the rest of this section and go to Section “B” on page 5.)

Which of the following are true? Tell me all that apply to you.

Regular size pencils are hard to hold.

Staying on the lines of paper is hard.

Writing on paper that doesn't have lines is hard.

Writing in small spaces is hard.

Holding the paper or keeping it still is difficult.

I write very slowly.

I have trouble copying from the board or overhead.

Writing when the lights are dim in the room, like when I try to take notes when the teacher is showing slides or using the overhead projector is difficult.

Do you have a problem signing your name? If yes, what do you do?

Do you have a problem filling out forms when enrolling and registering, applying for a job, or insurance, paying taxes, etc. If yes, how do you solve this problem?

Do you have a problem when leaving a note for someone? If yes, how do you solve this problem?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn't work or didn't work well?

What else about your writing would you like us to know?

B. Do you feel that your hands and eyes are OK, but you have trouble putting things down on paper for another reason? If yes, what is the reason?

Which of the following are true? Tell me all that apply to you.

Sometimes I forget what I am supposed to write down.

I forget which way some of the letters and numbers are supposed to go.

I can't remember how to spell words.

Writing my thoughts so that they make sense to someone else is hard.

I spend so much time trying to figure out spelling and grammar that I can't seem to get my thoughts written.

I'm much better at saying something out loud than at writing it down.

Organizing information or trying to figure out what goes where is hard for me when I have to write a paper or answer essay questions.

Do you have trouble leaving notes for people? If yes, what do you do?

Did you have a problems in high school writing papers for English or history class? If yes, what did you do to get help or to improve?

Do you have any ideas of what might help you do better in these areas?

Maybe something that has worked for you in the past? If so, what it is it?

What have you tried that didn't work or didn't work well?

What else about your writing would you like us to know?

SOLVING MATH PROBLEMS

Which of the following statements are true? Tell me all that apply to you.

I write or copy numbers wrong (out of order or backwards).

Word problems don't make sense to me.

I get confused by symbols like "+" and "-".

I feel like I know what to do to solve a problem, but I don't know how to go about it.

I have a problem keeping numbers in the right columns when adding.

Do you have a problem counting money or knowing whether you got the correct change? If yes, how do you solve this problem?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn't work or didn't work well?

What else about your math would you like us to know?

PAYING ATTENTION, GETTING STARTED, STAYING ON TRACK, STAYING ORGANIZED, GETTING USED TO CHANGES IN THE CLASSROOM, AND REMEMBERING

Which of the following are true?

I have a hard time remembering directions that the instructor has just given me.

I have a hard time remembering what I have just read.

I have a hard time remembering how to use what I just learned when I am supposed to apply it (like working on a math problem or writing a paragraph).

I always seem to have trouble figuring out where to put things on the desk/table so that I can do the work I am supposed to do.

I have trouble following along from one task to the next, like finishing one math problem and moving on to the next.

I take longer than everybody else to switch from one thing to another, like from listening to a lecture or to taking a quiz.

I have a hard time concentrating when other students walk in late or move around in the middle of class.

I have a hard time concentrating when things are done differently in class from what I expected.

I start to daydream even when I am trying very hard to pay attention.

Do you have a problem keeping things straight when somebody gives you directions to get somewhere? If yes, how do you solve this problem?

Do you have a problem making sure that you don't lose your keys? If yes, how do you solve this problem?

Do you have a problem keeping track of your bills and important papers at home? If yes, how do you solve this problem?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn't work or didn't work well?

What else about how you organize would you like us to know?

DEALING WITH FRUSTRATION

Which of the following statements are true? Tell me all that apply to you.

I get angry with my teachers when they can't help me figure something out.

I get angry with my teachers when they expect me to know more than I do.

I get angry with other learners when they make too much noise or get in my way when I am trying to pay attention.

I get frustrated when I can't learn something and I take it out on the teacher or other learners.

I get angry with myself and give up.

I get so upset when I earn a bad grade that I can't go on with the rest of the class.

What do you do when you feel yourself beginning to get angry?

Do you have any ideas of what might help you do better in these areas?

Maybe something that has worked for you in the past? If so, what is it?

.....

What have you tried that didn't work or didn't work well?

Is there anything else that you would like us to know?

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HEARING

Has a doctor told you that you have a problem that keeps you from hearing as well as you should?

Has your hearing stayed the same for some time and is it expected to stay the same?

Which of the following statements are true? Tell me all that apply to you.

I can't hear the instructor all the time.

I can hear the instructor only if he or she sits or stands right in front of me or to one side.

I can't hear the instructor with noise in the room.

I can't hear other students when they ask questions or make comments.

I can read lips.

I use sign language.

If 'Yes,' what kind? (e.g. ASL, SEE, etc..) _____

I use a TDD, telecommunications device or special telephone for the deaf.

Do you have a problem getting information from someone in the bank or at the library, etc.? If so, what do you do to get the information you need?

Do you have a problem following what is going on at meetings or at the movies? If yes, how do you solve this problem?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn't work or didn't work well?

What else about your hearing would you like us to know?

TALKING TO THE INSTRUCTOR AND OTHERS OR GETTING MY IDEAS ACROSS TO THE INSTRUCTOR AND OTHERS

Which of the following are true? Tell me all that apply to you.

Other people often have a problem understanding what I say.

I don't speak English very well and others can't understand me.

I have a hard time figuring out what I want to say to the instructor. It doesn't come out right.

I have a hard time asking for what I need.

Since I have trouble hearing, conversing with people is hard for me.

I don't raise my hand in class when I have a question because I can't get the words out correctly.

Do you have a problem giving someone directions when they ask you for them? If so, what do you do when this happens?

Is it hard for people to understand you on the phone? If yes, how do you help people understand you more clearly?

Do you have any ideas of what might help you do better in these areas? Maybe something that has worked for you in the past? If so, what is it?

What have you tried that didn't work or didn't work well?

What else about your speech would you like us to know?

GETTING INTO THE CLASSROOM OR MOVING AROUND IN THE CLASSROOM

Do you have any of the following problems when getting into the classroom?
Tell me if any of these apply to you.

I can't get myself to the classroom in my wheelchair.

I can't get my wheelchair through the door of the classroom.

I can't move my wheelchair around the room once inside.

I can't walk all the way to the room.

I can't see things in the way when I am walking.

I can't reach all of the materials and supplies that I need in lab courses.

What have you done in the past when having a problem getting into or
moving around in a classroom or other room in a building?

What else about getting around would you like us to know?

SITTING FOR LONG PERIODS

I have trouble sitting for long periods because...Tell me all that apply to you.

I get very tired.

I hurt or am uncomfortable.

I get "antsy"-- I need to move around.

I need to change position to keep a sore from starting or getting worse.

I need to take a break to smoke a cigarette or to clear my head.

I can stay still for _____ minutes/hours when I am doing school work.

After that I need to get up because:

Is there anything that you do or know about that might help you in this work area? If so, what it is it?

What have you tried that didn't work or didn't work well?

What else about sitting in one place would you like us to know?

MOVING OR MANIPULATING OBJECTS

Do you have any of the following problems when trying to move or manipulate an object? Tell me if any of these apply to you.

I have difficulty turning the pages in a book.

Writing utensils such as pencils and pens are hard for me to grip and use.

I have trouble picking up small objects such as paperclips or coins.

It is difficult for me to put a key in a lock and turn it.

Its hard for me to push the buttons on a keyboard, touchtone phone or calculator.

Anything that you do or know about that might help you be better able to move or manipulate objects? If so, what it is it?

What have you tried that didn't work or didn't work well?

What else about the way you move or manipulate objects would you like us to know?