SSWD COVID-19 Memo

A message from the Director

Dear SSWD Student

We understand that this may be a confusing and unsettling time, as you try to navigate the rapid changes that our campus has implemented due to health concerns associated with the coronavirus. We hope to reassure you that we understand your concerns.

Furthermore, we want you to know that SSWD is committed to continuing the services you have relied on. As a student with a disability, you have rights under the Americans with Disabilities Act (ADA). SSWD will continue to ensure that you have equal access to learning at Sac State. To minimize health risks, we have temporarily eliminated services requiring physical contact. Therefore, we have implemented the following strategies to provide optimum services, while reducing health risks. In an effort to assist you during this period of transition, we have highlighted some important information below.

Access Coordinators
We know that your academics are important, and we want to reassure you that SSWD is committed to ensuring equal access to your classes. Because most classes will be in an online format, this may mean your accommodations designed for in-person classes may need to be re-evaluated. If this is the case, or has you concerned, please contact our office via phone or e-mail to connect with an SSWD Access Coordinator. Please note, due to our concern for your health, that Access Coordinators will meet with you by phone, e-mail and/or Zoom (similar to Skype). We encourage you to call us at (916) 278-6955 or e-mail us at sswd@csus.edu to arrange a virtual appointment with an Access Coordinator.

If you are a new applicant seeking SSWD services for the first time and you have a CSUS student ID number, you may begin the SSWD application process. Once all documents have been submitted, you will be scheduled to meet with an SSWD Access Coordinator via Zoom. We request that you use your phone or a laptop with the camera on so we are able to see your face during this appointment.

Testing Center
If you utilize our Testing Center, please know that we will continue to provide needed support for your exams. As faculty utilize Canvas, many of your accommodations may be implemented within Canvas. If this is not the case, and the faculty are unable to provide what you are
approved by us to have, we are here for you. Contact the Testing Center by phone (916) 278-6296 or e-mail testingcenter@csus.edu to confirm your testing requirements, so that we can make sure they are available via Canvas or in alternate format.

**Assistive Technology Lab (ATL) Document Conversion**
If you have depended on us to provide your documents in alternative formats, this service will be continued. Reach out to us with what you need by e-mail atl@csus.edu.

**Assistive Technology Computer Lab (ATL)**
Unfortunately the lab will remain closed until such time as it has been decided by the respective authorities that we can reopen. If you need a specific software that is normally available to you in the lab, let us know so we can make sure you have access to SSWD approved technology. Contact atl@csus.edu to discuss options.

**Other Questions or Concerns**
Any other questions or concerns may be addressed to sswd@csus.edu. A response will be provided within 48 hours or less.

**In Summary**
We are here for you. Let us know what we can do to be of support to you. We wish you to be healthy and safe,. SSWD changes in processes are efforts on our part to provide a healthier educational and accessible environment for you.

Sincerely,

*Mary Lee Vance, Ph.D.*
*Director*