

For more information or to request alternate formats of this form for accessibility, please contact asc@durhamcollege.ca via email or 905-721-3123.

This information will help to guide your first meeting with our team. It also helps us determine the most appropriate way to assist you. After you have sent your documents, you will receive a confirmation email, and we will contact you afterward to book your intake appointment.

First Name:

Last Name:

Date of Birth (yyyy-mm-dd):

Phone Number:

Student Number:

Email address:

Program:

Start Date (mm-yyyy-dd):

What is the main reason for your visit to the ASC?

I have a disability/exceptionality and am looking for accommodations in my courses

I think I may have a disability/exceptionality and want to investigate this further

I was referred by a Varsity Athletic Therapist because I have experienced a concussion

I am experiencing mental health challenges but do not currently have a diagnosis

I was referred by the Campus Health Centre for ADHD screening

Other:

Did you have an IEP or IPRC in high school?

Do you have documentation available to support your diagnosis?

If not, will you be able to acquire supporting documentation?

(IEP, Assessments, OSAP DVF, Audiogram, Doctors Note, ASC Medical Form, etc)

Do you require an ASL interpreter at your intake appointment? (American Sign Language)

How did you hear about us?

Student Advisor/Teacher

Campus Services

Campus Health and Wellness Centre

Varsity Athletics

Website

Event

Other:

Access and Support Centre Privacy of Information

Students' personal information is held in confidence in the ASC. Personal information including medical documentation and psycho-educational assessments are collected in order to determine reasonable accommodation in accordance with the Ontario Human Rights Code. Personal Information is maintained and disposed of in a secure manner, in compliance with relevant privacy legislation.

Information provided to the ASC remains within the ASC and does not become part of the student's general academic record. All ASC staff members with access to student files maintain strict levels of confidentiality.

A student (or former student) may provide written consent to the ASC to disclose information in the student's ASC file to a third party. The ASC shall take reasonable steps to ensure that the consent is informed and voluntary.

Instances in which information may be disclosed without the student's consent include cases when there is reason to believe that there is a significant risk of bodily harm to the student or others, or, the student is involved in legal proceedings and the court orders or summons records.

The Access and Support Centre stores aggregate student data in our electronic database for the purposes of providing statistical reports to the Ministry of Training Colleges and Universities and for internal reporting purposes. We use such group data (not personal information) to provide statistical information to college/university administration and/or to develop reports about our services.

Students seeking access to their ASC file may make a request to the Director of the Access and Support Centre, who will respond to the student's request as governed by the Freedom of Information and Privacy Act.

I _____ have read the above statement and fully understand the terms and conditions stated.

Signature of Student:

Date (yyyy-mm-dd):

Notice of Collection: In accordance with Section 39(2) of the Freedom of Information and Protection of Privacy Act, 1990, the personal information collected on this form is collected under the legal authority of the Ontario Colleges of Applied Arts and Technology Act, 2002 and may be used and/or disclosed to provide access and support services to students. Your personal information may also be used for various administrative, statistical, and/or research purposes of the College and/or ministries and agencies of the Government of Ontario and the Government of Canada. If you have any questions about the collection, use, and disclosure of your personal information by the College, please contact the Freedom of Information and Protection of Privacy Coordinator, 2000 Simcoe Street North, Oshawa, ON, L1G 0C5, 905.721.2000 ext. 3292.