



### Eligibility for ARC Services

**According to the criteria stated in Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, along with UNM Policy 2310, we require that students give proof of a disabling condition by providing professional evaluations signed by a licensed health care professional.**

**Students requesting services must provide documentation of the disabling condition prior to initiation of services. If you have an I.E.P. from high school that is less than 5 years old, you may provide that for review. More documentation may be required.**

The University of New Mexico-Gallup, as an equal opportunity/affirmative action employer and educator, complies with all applicable federal and state laws regarding nondiscrimination and affirmative action. The University of New Mexico-Gallup is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race/ethnicity, color, national origin, age, spousal affiliation, sex, sexual orientation, gender identity, medical condition, disability, religion, pregnancy, genetic information, or veteran status in employment, educational programs and activities, and admissions, and provides equal access to the Boy Scouts and other designated youth groups. Inquiries or complaints may be addressed to the Office of Equal Opportunity whose office oversees the 504/ADA Coordinator and Title IX Coordinator on UNM main campus: 505-277-5251. For referrals to main campus see: UNM Gallup Title IX Liaison; Director of Student Affairs, SSTC Room 276. Telephone: 505-863-7508. For Referrals to main campus regarding Section 504 compliance; Student Success Specialist, Gurley Hall Room 1127. Telephone: 505-863-7527.

### Student Success:

#### Gather Your Resources Learn How to Apply Them

- Each new semester, a student qualified for the ARC program must have their medical documentation up-to-date. Update your ARC Intake form and Accommodations form.
- Create class schedules with the ARC Academic Advisor. Give it to an ARC staff member so they can create your letters for you to hand carry to your instructors
- Come back in to pick up your letter packets for your faculty members: they will be printed out for you when you come in to ask for them, in case there are any changes to your schedule.
- Return the signed receipt form to ARC, that verifies that your professors received your classroom accommodations.
- Make sure you schedule a time to review your accommodations with each Professor at the beginning of every term.
- If you need your text books transposed to computer format, you must purchase your books and bring in your receipt 2-3 weeks before each term begins. Please provide the ISBN for each book.

Students; invite a family member to come in to ARC to meet us and ask any questions they may have.



### MISSION STATEMENT

**The Accessibility Resource Center recognizes individuals with disabilities as an integral part of a diverse community and is committed to the provision of comprehensive resources to the University community (faculty, staff, and students) in order to create equitable, inclusive, and practical learning environments.**

***ARC: Accessibility Resource Center  
Gurley Hall Main Floor Room 1127  
OFFICE HOURS fall and spring terms***

***MONDAY – THURSDAY  
8:00 AM - 6:00 PM  
FRIDAYS 8:00 – 5:00 PM***

***Summer hours may vary***

SOME OF OUR ACCESSIBILITY  
RESOURCE CENTER  
EQUIPMENT



**Topaz PhD**

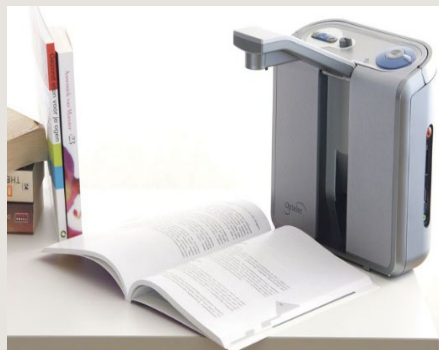
- ❖ Brilliant image quality that is easy to read at all magnification levels with magnification to 31 times (on a 15-inch monitor, up to 24 times on a 12-inch monitor)



Remember to sign out a Digital Recorder if it is part of your Accommodations.



**Clearview Color & Speech Optelec Clearview C. Speech** is a unique desktop video magnifier that is designed to improve your reading experience. Select preferred reading voice and sit back, relax, and listen to documents as they are read aloud.



**ClearReader Portable Reader**-Rediscover the joy of reading anytime and anywhere. Within a few seconds, the ClearReader+ scans any magazine articles and reads them to you in naturally sounding voices.



The Freedom Machine Desktop video magnifier from Vision Technology has an auto focus camera with good picture quality. Rotary controls make magnification and color settings easy to adjust.

## Other equipment available:

- ❖ Calculators
- ❖ Voice Recorders
- ❖ Live scribe

