

**GRAYSON COUNTY COLLEGE
ACADEMIC SUCCESS CENTER LEARNING SUPPORT REQUEST**

Student Name _____	SS# _____	Date _____
Street Address _____		Home Phone (____) _____
City _____	State _____	Zip _____
E-Mail _____		Work Phone (____) _____
College Status: _____		Major _____

Support Requested (Attach documentation of disability.):

_____ **TESTING ADJUSTMENTS (48 hours notice required to schedule exams in the Testing Center)**

_____ **EXTENDED TIME (1.5 times the normal time allowed)**

_____ **WITH A READER/SCRIBE**

_____ **MINIMALLY DISTRACTING TESTING ENVIRONMENT**

_____ **TAPE RECORDING OF LECTURES**

_____ **SPECIAL CLASSROOM SEATING**

_____ **USE OF COMPUTER FOR WRITTEN ASSIGNMENTS/TESTS**

_____ **OTHER (Please Describe)** _____

**Write the course number of all classes for which support is requested in the appropriate time slots.
To confirm support, students schedule an appointment with Danna Bennett, Special Services Coordinator, 463-8751, in the
Academic Success Center**

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8					
9					
10					
11					
12					
1					
2					
3					
4					
5					
6					

Except for testing during the semester, please request support one week prior to beginning of semester.

**GRAYSON COUNTY COLLEGE
ACADEMIC SUCCESS CENTER (ASC)
TELEPHONE: 463-8751 or E-mail: bennettdann@grayson.edu
STUDENT CONTRACT FOR LEARNING SUPPORT**

The goal of ASC support services is to **ASSIST** you to complete successfully your course/s. In order to be provided services, you must agree to the following conditions:

1. I will attend class regularly.
2. I will complete all class and homework assignments on time.
3. I will be on time for all classes or appointments for which support is provided.*
4. I will notify ASC staff 24 hours in advance, if I am unable to attend.*
5. I will immediately notify ASC staff if I no longer need services.
6. I understand that failure to comply with the above rules may result in suspension of services.

STUDENT SIGNATURE _____ DATE _____

COORDINATOR SIGNATURE _____ DATE _____

***TARDINESS BEYOND 15 MINUTES AND FAILURE TO NOTIFY STAFF ARE UNEXCUSED ABSENCES
AND
MAY RESULT IN SUSPENSION OF SERVICES.**