

ACADEMIC ACCOMMODATIONS

- Extended Test Time
- Distraction-reduced Test Environment
- Test Reader and/or Scribe
- Volunteer Note-taker
- Audio Record Lectures
- ASL Interpreting
- Audio Books
- Braille Embosser
- Enlarged Print
- Adaptive Tech
- Adaptive Software
- Special Parking: Gate Card
- Adapted Furniture
- Priority Registration



los angeles
PIERCE
COLLEGE



LOS ANGELES PIERCE COLLEGE
ACADEMIC ACCOMMODATIONS CENTER

6201 WINNETKA AVENUE
WOODLAND HILLS, CA. 91371-0002

EMAIL: AAC@PIERCECOLLEGE.EDU
PHONE: (818)719-6430



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ACADEMIC
ACCOMMODATIONS
CENTER

PREVIOUSLY KNOWN AS DSPS OR SPECIAL SERVICES

GETTING STARTED

Step 1: Schedule New Intake Appointment

Appointments are available by phone, video, or in person. You can schedule your appointment through your student portal or you can call or come in and schedule it with our front desk. **You will need your LACCD Student ID# in order to schedule your appointment.**

Step 2: Provide Verification of Disability (VOD) Document

Documentation verifying a disability is required in order to receive accommodations. This document is known as the Verification of Disability (VOD). We will need something that states the disability, if it is permanent or temporary (if temporary, provide the time frame), and what educational limitation it may cause. We have a form you can take to your licensed medical professional to complete. OR you may provide your most recent IEP or 504 from high school as your VOD.

We accept documents in person or by email at AAC@piercecollege.edu

Step 3: Complete Online AAC Forms

Once you have scheduled your New Intake appointment, we will email you links to the online AAC forms. These forms can only be accessed from your student email. The forms are quick and easy and mobile friendly.

GETTING STARTED

Step 4: Attend Your New Intake Appointment

AAC Counseling appointments get booked about 5 weeks in advance so please be sure to attend your scheduled New Intake appointment.

Step 5: Establishing & Renewing Your Academic Accommodations

Please be sure to call, email, or come in and let the front desk know you are enrolled and you want your academic accommodations each semester.

Whenever you add a class, be sure to let the AAC front desk know so we can send out your already approved academic accommodation requests.



AAC OFFICE HOURS

MONDAYS: 8:30AM – 4PM

TUESDAYS: 8:30AM – 4PM

WEDNESDAYS: 8:30AM – 4PM

THURSDAYS: 8:30AM – 4PM

FRIDAYS: 8:30AM – 1:30PM

AVAILABLE ONLINE IN CRANIUM CAFÉ

MONDAYS-FRIDAYS: 8AM – 4PM