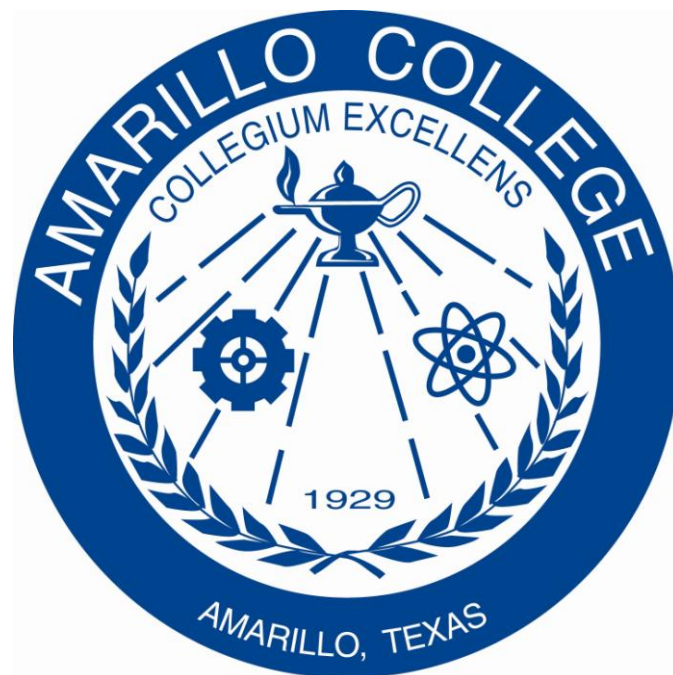


**AMARILLO COLLEGE  
TESTING SERVICES  
INFORMATION GUIDE  
2010 – 2011**



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## **AMARILLO COLLEGE MISSION STATEMENT**

### **Amarillo College**

Enriching the lives of our students and our community.

#### **Accreditations**

Amarillo College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; [404] 679-4501) to award Associate of Art degrees, Associate of Science degrees, Associate of Applied Science degrees, and Certificates of Completion.

The Amarillo College President's Office will make available for review to any enrolled or prospective students, upon request, a copy of the document describing the institution's accreditation.

#### **Amarillo College Testing Services Information**

The Amarillo College Testing Center is a unit of the Amarillo College Enrollment Management Department in the Enrollment Services Division. Testing Services supports students, academic planning, and the community by providing various assessment services for students, prospective students, and members of the community.

Students needing accommodations because of a disabling condition may request special arrangements for taking an assessment with Testing Services at 806-371-5445. Students needing accommodations because of a disabling condition concerning the classroom or accessibility may contact Disability Services at 806-371-5436.

Amarillo College Student Code of Conduct, published in the Students Right and Responsibilities bulletin, says that students are expected to maintain a high standard of individual honor in their scholastic work. Students who are guilty of cheating, plagiarism, or dishonesty may be excluded from classes with a grade of F, or in flagrant cases may be suspended from the College.

In addition, students who are guilty of academic dishonesty while taking an assessment will be asked to leave the assessment area and his/her scores may be cancelled. If scores are cancelled due to academic dishonesty, the student will not be entitled to a refund of the assessment fee.

## **Amarillo College Testing Center Washington Street Campus**

**Location:** Student Service Center, Suite 101

**Phone:** 806-371-5445

**Fax:** 806-371-5426

Testing Services Personnel:

Melissa Wilson, Director of Testing Services

[mkwilson@actx.edu](mailto:mkwilson@actx.edu)

Paula Sosebee, Testing Specialist, GED Coordinator

[pksosebee@actx.edu](mailto:pksosebee@actx.edu)

Diane Bedell, Testing Specialist, External Testing Coordinator

[edbedell@actx.edu](mailto:edbedell@actx.edu)

Nola Bartling, Testing Assistant

[ngbartling@actx.edu](mailto:ngbartling@actx.edu)

Tammy Conner, Testing Assistant

[tlconner@actx.edu](mailto:tlconner@actx.edu)

Rachel Zaideman, Testing Aide

[razaideman@actx.edu](mailto:razaideman@actx.edu)

Linda Webb, GED Examiner

Patricia Neusch, GED Examiner/Testing Aide

West Campus: 806-354-6052

Melanie Gray, Instructional Lab Resource Specialist

***Instructional Make-up Exams Only***

Moore County Campus: 806-934-7220

Janis Hunt, Advisor

Hereford Campus: 806-457-4400

## Tests Offered by the Testing Center

*Legislative and policy decisions are subject to change, and may affect the information in this guide.*

### ACT

Amarillo College serves as a testing site for the ACT. ACT is a standardized assessment which measures skills in English, Mathematics, Social Studies, and Science reasoning and includes an optional Writing assessment. The ACT is often used as a criterion for college admission. Although neither the ACT nor the SAT is required for the admission to Amarillo College, academic credit may be awarded based upon scores achieved. The policies and scores required to earn credit by examination for the ACT assessment are described below:

- Students must file an official score report and a petition for credit with the Registrar's Office in order to receive credit by examination.
- Grades are not recorded for credit earned by examination.
- Courses for which credit is earned by examination will not affect the grade point average (GPA).
- Credit by examination will be awarded on the transcript only after a student has been officially enrolled at Amarillo College.

ACT scores required for credit at Amarillo College:

English 29 = 3 hrs. credit in Freshman Composition I (ENGL 1301)

English 32 = 6 hrs. credit in Freshman Composition I and II (ENGL 1301 and ENGL 1302)

Math 26 = 3 hrs. credit in Contemporary Mathematics (MATH 1332)

Math 30 = 3 hrs. credit in College Algebra (MATH 1314)

### **ACT Assessment Dates 2010 – 2011 here at Amarillo College**

#### Date of Assessment:

September 11

October 23

December 11

February 12

April 9

June 11

#### Registration Deadline

August 6

September 17

November 5

January 7

March 4

May 6

Students requiring special assessment conditions or alternate assessment dates MUST communicate with ACT for special accommodations. ACT requires advance registration and payment. Registration materials are available at the Amarillo College Testing Center and at all public high schools. Score results are available approximately four weeks after the assessment date. For more information or to register on-line, visit the official ACT website at [www.actstudent.org](http://www.actstudent.org).

## AP (Advanced Placement) Program

The Advanced Placement (AP) Program is a cooperative educational endeavor of secondary schools, colleges, and The College Board. It consists of college-level courses and examinations for able high school students. AP exams are offered in May of each year by participating high schools. Amarillo College recognizes that students may achieve the objectives of certain college courses through participation in Advanced Placement, and therefore awards credit for courses based on the AP scores specified.

The following policies govern the award of credit by exam for Advanced Placement:

- Grades are not recorded for credit earned by examination.
- Courses for which credit is earned by examination will not affect the grade point average (GPA).
- Credit by examination will be awarded on the transcript only after a student has been officially enrolled at Amarillo College.
- Students must file an official score report and a petition for credit with the Registrar's Office in order to receive credit by examination.

For further information, contact the Testing Center or the counseling offices at public high schools.

<b>Advance Placement (AP) Guidelines</b>			
<i>AP Exam</i>	<i>AP Score</i>	<i>Credit Hours Awarded</i>	<i>Equivalent Courses at Amarillo College</i>
Biology	3	4	BIOL 1406 General Biology
	4-5	8	BIOL 1406 & BIOL 1407 General Biology I & II
Chemistry	3	3	CHEM 1311 (lecture only) Principles of Chemistry I & II
	4-5	6	CHEM 1311 & CHEM 1312 (lecture only) Principles of Chemistry I & II
Economics	3	3	ECON 2301 Principles of Economics I (Macro)
	3	3	ECON 2302 Principles of Economics II (Micro)
Government	3	3	GOVT 2305 Government of the US
English	3-5	3	ENGL 1301 Freshman Composition I
French	3-5	8	FREN 1411 & FREN 1412 French for Beginners I & II
German	3-5	8	GERM 1411 & GERM 1412 German for Beginners I & II
History	3	3	HIST 1301 History of the US I
	4-5	6	HIST 1301 & HIST 1302 History of the US I & II
Mathematics	3	3-7*	MATH 1348 – MATH 2413* Analytic Geometry – Calculus I
	4-5	3-11*	MATH 1348 – MATH 2413 – MATH 2414* Analytic Geometry – Calculus I & II
	3	3	MATH 1342 Statistics
Psychology	3	3	PSYC 2301 General Psychology
Physics	3	3	PHYS 1301 (lecture only) College Physics I & II
	4 - 5	6	PHYS 1301 & PHYS 1302 (lecture only) College Physics I & II
Spanish	3-5	8	SPAN 1411 & SPAN 1412 Spanish for Beginners I & II
*See Math Department for specific information.			

### [International Baccalaureate \(IB\) Equivalency Chart](#)

The International Baccalaureate program offers 3 programs of international education for students up to 19 years of age, that work in close cooperation with IB world schools. The IB Equivalency chart for this program can be found at:  
<http://www.actx.edu/registrar/index.php?module=article&id=50>.

### [CLEP \(College Level Examination Program\)](#)

The CLEP assessments provide an opportunity for students to earn college credit through examination. CLEP exams measure college-level achievement in specific course areas. There are 34 different exams available. CLEP exams are administered using a computer-delivered system. Computerization offers many benefits, including more flexible assessment scheduling, instantaneous scoring and credit-granting decisions, and enhanced assessment-development processes.

#### **Registration and Payment Information:**

1. To register, candidates must complete the required registration form and return it to the Testing Center. At the time of registration, the candidate **must make an appointment** for the CLEP exam as well as pay a \$20 non-refundable fee to Amarillo College for **each** CLEP exam scheduled.

**Registration must be completed at least a week in advance of the date of the assessment.**

In addition, a fee of \$10 is required for processing of essays for the College Composition Modular, English Literature, and American Literature.

2. The cost of each CLEP exam is \$77. Candidates may pay by credit card (preferred), check or money order made payable to CLEP. **Candidates must pay separately for each exam scheduled. Do not combine fees even if exams are to be taken on the same day.** CLEP fees are due on the day of the exam.
3. It is the **candidate's responsibility** to call the Testing Center at 806-371-5445 to reschedule an appointment if he/she is going to be late or cannot take the assessment at the appointed time. If a candidate fails to do so, the following penalties will apply:
  - \* Forfeit the use of the computer for that day.
  - \* Forfeit the \$20 fee to Amarillo College.
  - \* Will have to pay an additional \$20 fee to Amarillo College to reschedule the exam.
4. Candidates who are taking the Freshman College Composition assessment may required to write an essay. **It is the responsibility of the student** to determine whether or not an essay is required for credit at the college they will be attending. **All Amarillo College students must write an adequate essay to gain credit for Freshman College Composition.**

5. It is the candidates responsibility to ensure the school he or she is applying to accepts the CLEP exam in which the candidate wishes to receive credit for.

The following policies govern CLEP credit at Amarillo College:

- Grades are not recorded for credit earned by examination.
- Courses for which credit is earned by examination will not affect the grade point average (GPA).
- Credit by examination will be awarded on the transcript only after a student has been officially enrolled at Amarillo College.
- Students must file an official score report and a petition for credit with the Registrar's Office in order to receive credit by examination.

Only CLEP Examinations listed have been approved for establishing credit at Amarillo College. An essay is required for Freshman College Composition, and will be used for granting credit. Credit may be awarded or denied for either or both classes on the sole basis of the essay evaluation. Contact Nola Bartling, CLEP Coordinator, in the Testing Center for further information and CLEP registration materials. (806-371-5445) or [ngbartling@actx.edu](mailto:ngbartling@actx.edu).

<b>CLEP CREDIT AT AMARILLO COLLEGE</b>			
<i>Amarillo College Course Title &amp; Number</i>	<i>CLEP Exam Needed for Credit</i>	<i>Minimum Score Required</i>	<i>Credit Hours Awarded</i>
BUSI 2301 Business Law I	Introductory Business Law	60	3
BUSI 2371 Principles of Management	Principles of Management	60	3
BIOL 1406 and 1407 General Biology I & II	Biology	50	8
CHEM 1311 Principles of Chemistry I (lecture)	Chemistry	50	3
ECON 2301 Principles of Economics I	Principles of Macroeconomics	60	3
ECON 2302 Principles of Economics II	Principles of Microeconomics	60	3
ENGL 1301 Freshman College Composition I	College Composition	55	3
GOVT 2305 Government of the US	American Government	50	3
HIST 1301 History of the US I	History of the US I	50	3
HIST 1302 History of the US II	History of the US II	50	3
MATH 1314 College Algebra	College Algebra	50	3
Math 1332 Contemporary Math	College Mathematics	50	3
MATH 1348 Analytic Geometry	Calculus with Elementary Functions	50	3
MATH 2412 Precalculus	Precalculus	50	3
MATH 2413 Calculus I	Calculus with Elementary Functions	50	4
MATH 2414 Calculus II	Calculus with Elementary Functions	50	4
PSYC 2301 General Psychology	Introductory Psychology	50	3
PSYC 2315 Psychology	Human Growth and Development	50	3
SOCI 1301 Introduction to Sociology	Introductory Sociology	50	3

## **Credentialing Examinations**

Amarillo College Testing Services administers credentialing examinations for various national and state licensure or certification programs. These exams are scheduled by the agency which grants the professional certification. They require advance registration and payment. Please contact the Testing Center for further information.

### **Departmental Exam Credit**

Amarillo College awards some institutional academic credit based on departmental examinations. These assessments are scheduled individually, and are administered at the request of the academic departments. Contact the appropriate **department chair** for information.

### **GED**

Amarillo College Testing Services administers the GED for high school equivalency certification. GED testing meets federal legislative guidelines for Ability to Benefit (ATB) for higher education. ATB qualification is required for students without high school diplomas to be eligible to receive federal financial aid for college. The GED test measures high school level proficiency in five areas: Writing Skills, Social Studies, Science, Literature, and Mathematics. Separate publications are available online or at local bookstores which describe the content of each part of the test.

For a list of GED preparation programs, contact Paula Sosebee, GED Coordinator at 371-5912 or email her at [pksosebee@actxu.edu](mailto:pksosebee@actxu.edu).

### **Eligibility for Testing**

**16 Year Olds** – Required to have a Court Order, Parent Permission Form\*, Valid TX ID, Social Security Card, completed Online Demographic Form\* and \$80.

**17 Year Olds** – Required to have a Withdrawal Form from the state\*, Parent Permission Form\*, Valid TX ID, Social Security Card, completed Online Demographic Form\* and \$80.

**18 Years or Older** – Required to have a Valid TX ID, Social Security Card, completed Online Demographic Form\* and \$80.

*\*These forms can be found online at [www.actx.edu/testing](http://www.actx.edu/testing) or picked up at the Amarillo College Testing Center.*

### ***ALL PAYMENT & APPLICABLE FORMS MUST BE COMPLETED & SUBMITTED THE DAY OF ORIENTATION***

#### **Registration and Fees:**

All candidates are **REQUIRED** to attend one orientation session. Orientations are held at 9:00 a.m. each Tuesday. **Please, be prompt.** During Orientation, examinees will fill out paperwork and schedule exams.

The fee for the GED test is **\$80** and is payable at the time of Orientation. Amarillo College accepts cash, check, money order, and credit/debit cards.

### **Verification of Identification:**

All GED candidates requesting to take the GED exam must provide a valid Texas ID at Orientation. Acceptable forms of identification include government-issued identification (both national and foreign), provided that the identification includes date of birth, photograph, address and signature (i.e., drivers' licenses, motor vehicle department identification cards for non-drivers, passports, military and other government identification cards, and current post-secondary school identification that includes the candidates name, date of birth, photograph, address and signature). **NO EXCEPTIONS WILL BE MADE TO THIS POLICY.**

### **Test Schedule:**

*(Except college holidays)*

The GED is administered at Amarillo College in the Testing Center, located in the Student Service Center, Room 101 each Tuesday and Wednesday.

Exams are offered on the following days and times:

#### **Tuesdays:**(Washington Street Campus)

9:00 AM – Orientation (**REQUIRED--PLEASE BE PROMPT**)

12:00 PM – Mathematics ONLY

3:00 PM – Science, Social Studies, or Reading ONLY

5:00 PM – Science, Social Studies, or Reading ONLY

#### **Wednesdays:** (Washington Street Campus)

9:30 AM – Science, Social Studies, or Reading ONLY

12:00 PM – Writing ONLY

3:00 PM – Science, Social Studies, or Reading ONLY

### **Scoring and Results:**

The Texas requirement for passing the GED exam is a total score of at least 2250 points (450 average) with no score less than 410 on each individual part of the exam.

Please allow two to three weeks after completion of all five parts of the GED exam for receipt of scores and certificate.

### **Retesting Information:**

Failed tests may be retaken after six months. If candidates wish to retest before six months, they must show written recommendation of a certified adult education teacher stating that the examinee has been involved in a study program and is ready to take the exam. The fee for retesting is \$20 per section.

The Texas Education Agency oversees the GED testing program in the state of Texas. Please, refer to their website, [www.tea.state.tx.us/ged/index.html](http://www.tea.state.tx.us/ged/index.html), with requests for records (i.e. duplicate certificates) or further detailed information.

## Dual Credit Testing Information:

The Texas Success Initiative of the Texas Higher Education Coordinating Board requires that all students entering a public college or university be tested or be exempt from testing. Dual Credit students must only test or be exempt from testing in areas relevant to the courses to be attempted. Exemptions are based upon the following tests:

TEST EXEMPTIONS	REQUIRED SCORES
TAKS	English Language Arts (ELS): 2200 scale score with at Written composition subscore of 3 Mathematics: 2200 scale score *
ACT	English 19 with a composite score of 23 Math 19 with a composite score of 23
SAT	Critical Reading 500 with a composite score of 1070 Math 500 with a composite score of 1070
PSAT/NMSQT	<b>For students entering 11<sup>th</sup> grade only:</b> Critical Reading 50 plus a combined score of 107 Mathematics 50 plus a combined score of 107 (Students entering 12 <sup>th</sup> grade must show new exemption based on TAKS, SAT, or ACT.)
PLAN	<b>For students entering 11<sup>th</sup> grade only:</b> Critical Reading 19 plus a combined score of 23 Mathematics 19 plus a combined score of 23 (Students entering 12 <sup>th</sup> grade must show new exemption based on TAKS, SAT, or ACT.)

\*A student who is exempt from testing based on Math TAKS or PSAT scores must either take the AC Math Placement test **or** have completed a sequence of Math courses including Algebra I, Algebra II, and Geometry. And, the student must have maintained an overall B average in each course listed.

If a student is not exempt from testing, the Accuplacer or THEA test must be taken prior to registration. For information on each test, see the Amarillo College Website, Testing Services.

To schedule testing contact your school counselor or the Amarillo College Testing Center, 806-371-5445.

The table below shows which test is required for each course:

STATE APPROVED TESTS	REQUIRED SCORES
Accuplacer	Reading 78 or higher Writing 6-8 or a 5 with an objective score of 80 or higher Math 75 or higher
THEA	Reading 230 or higher Writing 220 or higher Math 270 or higher
SECTION OF TEST REQUIRED	COURSE
Reading	ASL, Biology, Child Development, Computer courses, Economics, Foreign Languages, Government of the U.S., History of the U.S., Humanities, Life Science, Psychology, Music Appreciation, Physical Education, EMT, Robotics
Reading and Writing	English
Writing	Speech
Math	College Algebra, Trigonometry, Calculus, Physics, Analytic Geometry
Math and Reading	Chemistry
Pass All sections of TAKS or Accuplacer reading of 61	Automotive Technology (Non-transferable certificate program)
Pass All sections of TAKS or Accuplacer reading of 78	Networking, Cisco (Non-transferable certificate programs)

### **Instructional Make-Up Exams**

Instructors may arrange for classroom **make-up** exams to be administered by the Testing Center staff, thus providing students the opportunity to make up assessments outside of scheduled class times. The following guidelines govern student use of the Testing Center.

- Students must present a photo ID
- Tests will not be handed out within **one** hour of closing or within an instructors time limit.
- Instructors are required to fill out an Instructor Request Form. Instructor Request Forms can be found at <http://www.actx.edu/testing/article/id/8/page/2>.

***\*There are no exceptions to these guidelines.***

### **Proctored Assessments**

The Amarillo College Testing Center is recognized as a proctoring agent for college extension and distance learning programs. This service provides distance learning students the opportunity to assess locally. Proctored exams are fee-based, individually scheduled, and conducted according to regulations specified by the credit granting institution. The proctor fee is \$25 per exam. Interested parties should contact Nola Bartling at 806-371-5445 or [ngbartling@actx.edu](mailto:ngbartling@actx.edu) for details.

## **SAT**

Amarillo College serves as an assessment site for the SAT. The SAT program has two components: SAT Reasoning Assessment and SAT II Subject Assessments. Both measure skills important for academic success, and are often used to grant admission, credit, and/or placement in college.

The SAT Reasoning Assessment measures Verbal, Mathematic, and Writing Skills, and is often used as a criterion for admission to colleges and universities. SAT II assessments measure specific skills in different subject areas. Credit or Placement into various courses may be earned.

Although neither the ACT nor the SAT is required for the admission to Amarillo College, academic credit may be awarded based upon scores achieved. The policies and scores required to earn credit by examination for the SAT assessment are described below:

- Students must file an official score report and a petition for credit with the Registrar's Office in order to receive credit by examination.
- Grades are not recorded for credit earned by examination.
- Courses for which credit is earned by examination will not affect the grade point average (GPA).
- Credit by examination will be awarded on the transcript only after a student has been officially enrolled at Amarillo College.

SAT scores required for credit at Amarillo College:

Verbal 710 = 6 hrs. credit in Freshman Composition I and II. (ENGL 1301 and 1302)

Verbal 610 = 3 hrs. credit in Freshman Composition I (ENGL 1301)

Math 600 = 3 hrs. credit in College Algebra (MATH 1314)

Math 550 = 3 hrs. credit in Contemporary Math (MATH 1332)

### **SAT Assessment Dates 2010 – 2011 at Amarillo College**

<i>Date of Assessment</i>	<i>Registration Deadline</i>
October 9	September 10
November 6	October 8
December 4	November 5
January 22	December 23
March 12	February 11
May 7	April 8
June 4	May 6

Students requiring special assessment conditions or alternate assessment dates MUST communicate with SAT student services. SAT requires advance registration and payment. Registration materials are available in the Testing Center and at all Texas public high schools. For more information or to register on-line, go to the official SAT website at [www.collegeboard.com/SAT](http://www.collegeboard.com/SAT).

## **Texas Success Initiative (TSI)**

Legislation requires that as of fall 2003, students entering Texas public colleges and universities must be assessed for reading, mathematics and writing skills before they enroll in any collegiate course work for credit, unless exempt. Results of the assessment are used by advisors to place students into appropriate course work and to help students achieve academic success at Amarillo College.

Assessments used at Amarillo College for TSI purposes are **ACCUPLACER** and **THEA**.

### *ACCUPLACER*

ACCUPLACER is a computer-based assessment offered in the Testing Center **by appointment only**. We administer this test Monday-Thursday, at 8:30 AM, 1:00 PM, and 4:00 PM and on certain Friday mornings. Please check our website at [www.actx.edu/testing](http://www.actx.edu/testing) for testing dates and closures.

To make an appointment at the Washington Street Campus, call 806-371- 5445.

To make an appointment at the Moore County Campus, call 806-934-7220.

To make an appointment at the Hereford Campus, call 806-457-4400.

### *THEA (Texas Higher Education Assessment)*

THEA is available on certain Saturday dates set by Evaluation Systems Pearson. Registration bulletins are available in the Testing Center, or students may register on-line at [www.thea.nesinc.com](http://www.thea.nesinc.com).

### **THEA Assessment Dates: 2010 - 2011**

#### *Date of Assessment*

April 23  
June 18  
July 23

#### *Registration Deadline*

March 26  
May 21  
June 25

## **THEA Quick Test**

The "quick" refers to a flexible schedule, determined by the Director of the Testing Services. Students must register no later than the day before the assessment in the Testing Center, located in the Student Service Center, Room 101. An examinee must pay a \$10 refundable deposit (check, cash, or money order) to reserve their seat. The money will be refunded when the examinee comes to test. Students need to bring an ID, a four-function calculator (if taking mathematics section), and a check or money order made out to NES for \$29.00.

Examinees need to report to the Testing Center 15 minutes prior to testing time.

### **THEA Quick Test Dates: 2010-2011**

*Thursdays at 12:00 pm Noon*

September 16  
October 28  
December 16  
February 17  
March 24  
May 19  
August 4

More detailed information may be found at the Amarillo College Testing Center web site at [www.actx.edu/testing](http://www.actx.edu/testing).

***Legislative and policy decisions are subject to change, and may affect the information in this guide.***

## [Disability Testing](#)

Services to students with disabilities are provided to meet the state and federal guidelines governing the provision of services in an institution of higher education. Amarillo College provides services under the guidelines of the Americans with Disabilities Act of 1990 ( Title II) and the Rehabilitation Act of 1973 (Section 504).

Students must first self identify as a disability student through Disability Services with Brenda Rossnagel at 806-371-5436 or [bjrossnagel@actx.edu](mailto:bjrossnagel@actx.edu).

After self identifying, students with approved accommodations could be granted the following options through Testing Services:

1. **Extended Test Time:** This is designed to assist students in allowing for additional time for symbol recognition, decoding, cognitive processing, or to reduce the stress of a testing event. Extended Test Time may be completed in class or at an alternative location.
2. **Alternative Testing Site:** This is designed to reduce the impact of a disability by reducing external stimuli that compete with cognitive processing or cue a stress related reaction. Testing is offered in an environment with reduced noise, light, and activity.
3. **Readers and/or Scribes for Tests:** These assist an individual by providing an alternative format of information assimilation and expression. Readers and scribes augment symbol recognition and decoding skills of students with visual impairments or cognitive processing disabilities. Readers and scribes are not allowed to interpret or change the material being tested.
4. **Use of Spell Check/Calculator:** Use of these materials during testing is designed to reduce the impact of a disability by correctly sequencing information or improving memory recall of symbolic information.
5. **Note-takers/Tape Recorders for Lectures:** These allow reduction of the impact of a disability by providing support for symbol recognition and the decoding process or to decrease the physical fatigue associated with taking notes. They may also be used to augment a students notes when issues of distraction are prevalent. These devices assist with deficits in short term memory, cognitive processing, or visual processing difficulties.
6. **Materials in Alternative Format:** Alternative texts (enlarged, Braille, or electronic) reduce the impact of a disability by providing access to written materials for students with visual, physicals, or cognitive disabilities.
7. **Preferential Seating:** Designed to assist the student with learning or physical disabilities. It may range from provision of a padded chair and a table to seating in the front of the room.
8. **Sign Language Interpreters:** Reduce the impact of a disability through providing an alternative means of communication for students who are deaf

or hard of hearing. The interpreter is there to facilitate communication and voice/sign the material presented by teacher/student. He is not an additional teacher to the student.

9. **Permission to Leave Classroom:** This allows for the reduction of the impact of a disability for students with physical or cognitive impairments