

Transition Checklist

While still in high school, you need to:

1. Understand your disability:

- Talk to your parents, high school teachers, case manager, guidance counselors and healthcare providers to learn about your disability.
- Understand and be able to talk about your strengths and challenges.
- Review your disability documentation, understand what it means and get ready to explain your needs.
- Understand how your disability might impact how you learn, your choice of major and future employment.

2. Actively participate in transition-related activities:

- Participate in IEP/504 plan meetings.
- Understand how the accommodations you receive are related to your disability.
- Learn to express your current and future needs, concerns, interests, and preferences.
- Research how high school and higher education differ from one another, especially for individuals with disabilities.
- Know your rights and responsibilities as an individual with a disability.

3. Create a personal information file with disability-related information including:

- Disability documentation
- Current IEP/504 plan (if you have one)
- For your own records, have copies of:
 - Current high school records (e.g., grade transcript)
 - College entrance exam results/information (SAT, ACT) and the accommodations used for them, if applicable

When preparing to transition to SNHU:

1. Arrange accommodations by doing the following:

- Contact the Campus Accessibility Center to inform us that you have been accepted to and will be attending SNHU.
- Complete the Disability Services registration process by submitting the Voluntary Disclosure Form and/or contacting the office directly.
 - Provide appropriate documentation/evaluations and include any supporting materials, such as records of accommodations/services provided at any previous academic setting (e.g., IEP, Section 504 plan).
Note: Supporting materials by themselves may not be sufficient documentation.
 - If documentation is not available, review the *Guidelines for Documentation of a Disability* and have your healthcare provider complete the *Disability Verification Form*. We strongly recommend forwarding these to the professional who will be producing the disability documentation and/or assessment on your behalf.
- Once you have submitted documentation and prior to the start of the semester contact the Campus Accessibility Center to complete an in-take meeting and to discuss your accommodation needs. The in-take can be completed in-person or over the phone.

2. Prepare for your arrival on campus:

- Attend New Student Orientation. Contact the Campus Accessibility Center if you need accommodations for orientation.
- Complete placement examinations and inform Campus Accessibility Center if you need accommodations for them.
- Check your new SNHU email account on a regular basis. Most communication from the Campus Accessibility Center and other campus offices will be made through your SNHU email account.
- Contact the Wellness Center if you feel nursing or counseling services may be needed.
- Arrange other supports not provided by SNHU (e.g. securing a personal care attendant, medication management), if applicable.

Campus Accessibility Center

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