DEAF AND HARD OF HEARING

An individual with hearing loss frequently communicates using a combination of strategies that rely on residual auditory ability that may be enhanced by a hearing aid, cochlear implant and/or an assistive-listening device. These strategies are often supplemented through lip reading or other visual means.

Persons who are deaf may have different communication preferences and rely on residual hearing, lip reading, captioning, or perhaps an English-based or American Sign Language.

Available services are designed to provide communication access for deaf and hard of hearing students attending the College.

DOCUMENTATION GUIDELINES

- Documentation of a hearing loss is the basis for providing accommodations.
- The documentation for a hearing loss is typically an audiological evaluation. An audiogram must be included in the documentation. An audiological evaluation will indicate the presence of a hearing loss and its scope.

ACCOMMODATIONS ARE DECIDED ON A CASE-BY-CASE BASIS AND MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

- Sign language interpreting (ASL, PSE, and signed English)
- Note taking
- Assistive listening devices (ALDs)

DEAF and HARD OF HEARING STUDENT RESPONSIBILITIES

Communication facilitator (CF) services involve significant financial expenditures for the College. Students receiving this service must adhere to the following procedures:

- Students with hearing impairments must submit a written request for a CF on the Semester Accommodation Request Form prior to the beginning of the semester.
- If a student is unable to attend class, 24-hour notice to SC-DS is required unless the absence is due to illness or an emergency.
- Students should immediately notify SC-DS in writing if A CF is unsatisfactory (i.e., unsatisfactory ability to sign, tardiness, absenteeism, unprofessional behavior, etc.).
- If a student needs to request an interpreter for additional College functions (other than normal class times), A CF Request Form must be filled out and returned to SC-DS at least 24 hours in advance.

NO SHOW POLICY

If CF services have been requested and the student knows that he/she will be unable to attend class, the student should provide SC-DS with at least 24 hours advance notice so that the CF can be informed. In some situations, students may not be able to provide 24 hour notice, however, any advance notice is appropriate.
Failure to provide any advance notice is considered a “No Show.” To give advance notice a student may:

- Contact SC-DS at (318) 345-9152 and speak either in person or leave a message (voice only), email SC-DS at kfoster@ladelta.edu

Failure to provide notice will result in the following actions:

1. **First “no show”**: Formal Warning
2. **Second “no show”**: 2nd Formal Warning
3. **Third and subsequent “no show”**: Services will automatically be temporarily placed on hold and a letter or e-mail will be sent to the student informing the student of the policy, appropriate procedures and to inquire if they wish to continue receiving interpreting services. Services will remain on hold until the student makes an appointment and meets with a Counselor in SC-DS to discuss the situation and inform the Counselor of their wish to continue receiving services.

**EXCEPTION TO THE “NO SHOW” POLICY:**

If three (3) or more “no shows” occur within the same two-week period, services will automatically be placed on hold **with no warning** and an e-mail will be sent to the student informing the student of the policy and the appropriate procedures. The services will remain on hold until the student makes an appointment with a SC-DS Counselor to discuss the situation and inform the Counselor of their wish to continue receiving services.