

A.R.C. Application for Services

Date:

Student Name:

Student ID:

Date of Birth:

Preferred Name:

Pronouns:

E-mail Address:

Phone #:

DISABILITY INFORMATION

1. What is your Primary Disability?

2. What is your Secondary Disability? (if applicable)

3. What will you submit to the A.R.C. as Verification of Disability? *This is required. You must include a Verification of Disability in order for your Application to be complete.*

☐ A.R.C. Verification of Disability form

☐ Doctor/Provider Letter

☐ High School IEP or 504 Plan

☐ Medication or Prescription

☐ Other College/University Records

☐ Agency Records (VA, Dept of Rehab, Regional Center, etc.)

☐ Health Records

☐ Other:

If you selected to submit an A.R.C. Verification of Disability form, ask your licensed provider or certified professional to complete and sign the form. [Download the A.R.C. Verification of Disability form.](#)

4. In your own words, describe how your disability effects your education and learning:

EDUCATION INFORMATION

5. What is your major and educational goal? *If undecided, write "undecided".*

Major (or Area of Study):

Educational Goal: ☐ Certificate ☐ Associate Degree ☐ Associate Degree for Transfer (AA-T, AS-T)
☐ Transfer ☐ Personal Enrichment ☐ Other:

6. If applicable, what is your career goal?

7. Are you a dual enrolled high school student? ☐ Yes ☐ No What Grade?

RESOURCE ASSESSMENT

8. How do you pay or plan to pay for college? (Check all that apply)

☐ Financial Aid (Pell/Cal Grants, CCPG/BOG-FW) ☐ Grossmont-Cuyamaca College Promise (2-years free tuition)
☐ Public assistance/public agency ☐ Scholarships
☐ Self (personal/employment/family funds) ☐ other:

9. Is this your first semester at Grossmont College and are you interested in FREE tuition for your first 2-years through the **Grossmont-Cuyamaca College Promise**? (Check one)

☐ Yes ☐ No

If you selected "Yes", do you plan to enroll in a reduced unit load (less than 12 units) AND request a reduced load recommendation from the A.R.C. in order to waive the full-time unit requirement for this program?

☐ Yes ☐ No

10. What is your current housing situation? (Check all that apply)

☐ House/apartment alone or roommate(s) ☐ House/apartment with family/spouse/partner
☐ Car/vehicle ☐ Shelter or other temporary housing
☐ Unstable housing (i.e. couch surfing) ☐ Other:

11. What is your current primary method of transportation to campus? (Check all that apply)

☐ Car/vehicle—drive myself ☐ Car/vehicle—ride with friends/family ☐ Walk to campus
☐ Ride share (Uber, Lyft, etc.) ☐ Public transportation ☐ Other:

12. Do you have enough food to eat? (Check one)

☐ Yes ☐ No ☐ Sometimes

13. On a scale of 1-5, what is your current stress level? (check one)

Low Stress	1	2	3	4	5	High Stress
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

14. How do you manage your stress?

15. Identify any campus services that you use. (Check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Basic Needs | <input type="checkbox"/> Mental Health Services |
| <input type="checkbox"/> CalWORKS-New Horizons | <input type="checkbox"/> PUENTE |
| <input type="checkbox"/> Dream Center | <input type="checkbox"/> Tutoring |
| <input type="checkbox"/> EOPS-CARE-NextUP | <input type="checkbox"/> UMOJA |
| <input type="checkbox"/> Justice Scholars | <input type="checkbox"/> Veterans Services |

16. Do you currently participate in any of the following community agencies/programs? (Check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> CalFresh/SNAP | <input type="checkbox"/> Department of Rehabilitation (DOR) |
| <input type="checkbox"/> San Diego Regional Center (SDRC) | <input type="checkbox"/> Veterans Affairs (VA) |
| <input type="checkbox"/> Social Security Disability Income | <input type="checkbox"/> other: |

Please provide your signature below to acknowledge you are intending to apply for services with the Accessibility Resource Center (A.R.C.) and that you have completed this application yourself and to the best of your knowledge.

Student Signature:

Date:

A.R.C. Service Agreement

As a student with Grossmont College's Accessibility Resource Center (A.R.C.), I understand:

1. Participation with the A.R.C. is voluntary and confidential. All of my personal information and documentation with the A.R.C. remains confidential unless I authorize it to be released by signing a Release of Information form. Participation with the A.R.C. will not be indicated on my college transcript.
2. Should I choose to use my authorized accommodations, I shall inform my instructors of my services and share a copy of my Authorized Academic Accommodations letter. I may review the A.R.C. Accommodations Handbook on the A.R.C. website for how-to information on using my accommodations. If necessary, I can contact the A.R.C. for an additional copy of my Authorized Academic Accommodations letter.
3. Should I choose to use my authorized accommodations, I may need to activate my accommodations with the A.R.C. by completing an online form at the beginning of each term, when enrolling in new classes, or in a timely manner. This is only necessary for certain accommodations that require A.R.C. Coordination, such as Testing Accommodations, Alternate Media, ASL Interpreters, and Real-Time Captioning.
4. In efforts to facilitate access to services, if applicable, disability documentation may be shared between Grossmont College's Accessibility Resource Center (A.R.C.) and Cuyamaca College's Disabled Students Programs and Services (DSPS). Grossmont College accommodations are not valid for Cuyamaca College classes.
5. Although regularly scheduled A.R.C. Counselor/Specialist appointments are not required for service access, I can schedule an appointment to meet with an A.R.C. Counselor/Specialist for academic, career, and personal counseling as well as disability management—including changes to disability impacting accommodations and new accommodations letters. Should I encounter barriers to accessing an authorized accommodation, I may request an A.R.C. Counselor/Specialist assist or advocate on my behalf when appropriate. Appointments can be scheduled online or by contacting the A.R.C. in-person, by phone, or by e-mail. Should I have an appointment scheduled and can no longer attend, I will reschedule or cancel my appointment in advance.
6. Three or more absences from a scheduled A.R.C. appointment or service without advanced notice ("no shows") in one term, may result in a meeting with the A.R.C. Coordinator to address excessive absences.
7. All Grossmont College students are held to the same standard including satisfactory academic progress and Code of Conduct as identified in the Grossmont College Catalog.

I have read and I understand the terms of this A.R.C. Service Agreement. By signing this document, I am agreeing to abide by these terms.

Student's Name (Print):

ID#:

Student's Signature:

Date:

Submitting your Application and Next Steps

- Your application should include:
 - ☐ *A.R.C. Application for Services*
 - ☐ *Service Agreement*
 - ☐ *Verification of Disability*
- Submit your completed application to the Accessibility Resource Center (A.R.C.) in one of the following ways:
 - ☐ E-mail to grossmont.ARC@gcccd.edu
 - ☐ Fax to 619-644-7980
 - ☐ In-person or mail to
Grossmont College
Attention: A.R.C. Building 60, Room120
8800 Grossmont College Drive
El Cajon, CA 92020
- Early submission (prior to the start of your first/upcoming term) is strongly recommended to ensure your services are established and your accommodations can be implemented in a timely manner.
- Allow for at least 5 business days to process your application. Once your application is processed and approved, the A.R.C. will contact you by phone or e-mail to schedule with an A.R.C. Counselor/Specialist for your first appointment, your intake. It is encouraged to contact the A.R.C. and check the status of your application submission should 5 business days lapse.
- Attend your intake appointment with an A.R.C. Counselor/Specialist to establish your services and get an Authorized Academic Accommodations Letter.
- Use Authorized Accommodations:
 - o To opt in, inform your instructors of your services and share a copy of your Authorized Academic Accommodations Letter. Review the A.R.C. Accommodations Handbook on the A.R.C. website for how-to information on using your authorized accommodations.
 - o Activate your accommodations by completing [an online activation form](#). This is only necessary for certain accommodations that require A.R.C. coordination, such as Testing Accommodations, Alternate Media, ASL Interpreters, and Real-Time Captioning. Access all other authorized accommodations of your choice for your classes. Review the A.R.C. Accommodations Handbook for more information.
- Contact the A.R.C. with any questions or for assistance with the application process.

Phone: 619-644-7112

E-mail: Grossmont.ARC@gcccd.edu

Revised: 06/11/25