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.

  o 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.

  o 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.