

As Hilbert College transitions to remote learning, I want to assure the community that Academic Services and Accessibility Services provided to students is a top priority. We have been hard at work converting these services to an online format for all students.

Academic Services Center – located in “Learning Commons” under “Organizations” on Blackboard:

- Tutoring will continue to be provided in two different formats – one-on-one and open study/drop in sessions. On Blackboard you will find step by step directions to accessing and using the platform (Zoom) to provide these services.
 - Open study sessions for science, math and writing - Links are provided for all study sessions where students may “drop in” to virtually attend a session through the use of a smartphone, laptop or iPad. The tutors will be online waiting for students to join in the session at any time during the scheduled block. Up to 13 participants may attend at one time. Just click on the link and join in!
 - One-on-one tutoring appointments – all tutor information, as well as the tutor’s contact information is provided on Blackboard. The student should reach out to the subject area tutor to schedule a one-on-one appointment directly. The tutor will then create a Zoom session and will send the link to the student to join at the agreed upon time.
- Academic Skills Workshops will be scheduled as needed. Topics are listed so please contact the Academic Coach directly to schedule your individualized workshop(s).
- The Writing Coordinator Resource Center is available in “Organizations” on Blackboard. Students may find various resources for writing papers, as well as a link to submit a draft for review. All papers are reviewed within a 24 hour window and an appointment to discuss the draft is made by the Writing Coordinator. These sessions may be held through Blackboard Collaborate or Zoom.

Office of Accessibility Services for Students with Disabilities – located in “Organizations” on Blackboard:

- Students with disabilities have the right to reasonable accommodations, regardless whether classes are hosted in person or online.
- It may be beneficial for students to reach out to their faculty to discuss and reiterate access needs at this time, even if conversations about accommodations occurred in the past. If you encounter a new access barrier in the online learning environment, please reach out to ddimitrovski@hilbert.edu.
- Students may request accommodations at any point during their education. This means that students who have never worked with Accessibility Services may request accommodations at this time. It also means that students already registered with Accessibility Services may request new/additional accommodations, if needed.
- Students may have different accommodation needs as the shift is made to virtual course delivery. If you encounter disability-related barriers in the weeks ahead, you are encouraged to reach out to discuss accommodation possibilities and other methods of support.
- Students do not need to be on campus to request accommodations. Please reach out by email ddimitrovski@hilbert.edu or phone at 716-926-8866 to begin the process.
- For students who handed in the confidential notification form to faculty, the accommodations will remain in place.

- Extended time on tests, exams, and quizzes is still possible in the online environment. Since tests will no longer be administered in the Testing Center, students must communicate their needs directly with their faculty.
- Read and Write is available for download to your personal device through Blackboard
- If a student currently receives either notetaking or use of a recording device as an accommodation and there is real-time virtual instruction, please notify ddimitrovski@hibert.edu. In classes where information is not presented in real-time, notetaking and recording may no longer be a beneficial accommodation.
- The disruption to routine and course format may cause stress and anxiety for some students. Don't hesitate to advocate for your needs or reach out to ddimitrovski@hibert.edu for support in advocating those needs. Another campus support for students includes:
 - [Student Counseling Services](#) – Contact Dr. Christopher Siuta or browse the various self-help and agency resources.

FREE assistive technology downloads for Read and Write are available through both the Academic Service Center Blackboard page and the Office of Accessibility Services Blackboard page. This powerful program provides research skills, writing skills, reading skills and study skills tools with brief videos for new users. Please contact ddimitrovski@hibert.edu for training on this program.

This is a complicated time for students, faculty, staff and the network of families, friends and community members surrounding us. The move to a distance learning environment poses unique challenges and we are working to anticipate needs, educate our Hilbert community and support students to the very best of our abilities. We are here for you and we look forward to working together to address issues and answer questions as they arise.

I wish you all well. Please take good care and reach out for help and support as needed. This is a team effort, and we look forward to supporting all of you in the days ahead.

Sincerely,

Debbie Dimitrovski
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