How Do I Refer?

Visit us at the Howe Center, 7th floor and complete a brief application for services

Call our office at 201-216-5177 and we can schedule an appointment for you

E-mail us at: stevenscounseling@stevens.edu

stevens.edu/counseling

*Note: Keep in mind e-mail is not a confidential form of communication.

**E-mail is NOT to be used for emergencies. For emergencies during normal business hours, please come directly to our office on the 7th floor of the Howe Center.

For after hour emergencies, please contact Campus Police at 201-216-3911

STUDENT COUNSELING AND DISABILITY SERVICES (SCADS)

A Guide For Faculty & Staff

An informational overview of the counseling and disability services available to Stevens students, faculty and staff

STEVENS INSTITUTE OF TECHNOLOGY

Howe Center, 7th Floor
Castle Point on the Hudson

Phone: 201-216-5177
Fax: 201-216-5629
E-mail: stevenscounseling@stevens.edu
Some Reasons to Refer a Student:

Marked Changes in Academic Performance or Behavior
- Uncharacteristically poor performance and preparation
- Excessive absences or tardiness
- Repeated requests for special consideration
- Avoiding or dominating discussions
- Excessively anxious when called upon
- Disruptive classroom behavior
- Intense emotion or inappropriate responses

Behavioral or Interpersonal Problems
- Asking instructor about personal issues
- Complaints from other students
- Hyperactivity or very rapid speech
- Tearfulness, irritability or anger outbursts
- Marked change in hygiene or dress
- Dramatic weight loss or gain
- Disjointed thoughts

References to Suicide, Homicide or Death
- Expressed thoughts of helplessness or hopelessness
- Isolation from friends or family
- References to suicide, homicide, and/or hurting oneself or others in verbal statements or writing

Seek IMMEDIATE help when a student is talking about harm to self or others and/or acting in a bizarre or disruptive manner.

Contact us: 201-216-5177 (M-F 9am-5pm)

After-hours: Campus Police 201-216-3911

Disability Services

Disabilities Types
- Learning Disabilities
- Sensory or Physical
- Neurological
- Certain Psychiatric Conditions

Some Types of Accommodations

Presentation (large print, reader, visual magnification, audio amplification, audiocassette, oral presentations).

Responding (verbal/dictated to scribe, tape recorder, laptop, large block answer sheet).

Timing/Scheduling (frequent breaks, extended time, multiple day, specified time of day).

Setting (preferential seating, private room, small group, special lighting, alternative test site (with proctor present).

PROCEDURE

Faculty will be informed via e-mail that there is a student who provided the Disability Services office with documentation.

The specific accommodations will be outlined. The disability will not be provided and BY LAW is kept confidential.

NOTE: An institution’s governing body is the responsible body and legally liable for the actions of the institution as a whole, and also for the actions of individual employees and agents.

This includes visiting lecturers. Individual members of staff may also be held responsible for aiding an unlawful act if they knowingly discriminate against a disabled student or applicant.

Consultations to staff, faculty & students

Referrals to outside agencies when needed

Workshops and Training seminars

Confidential individual and group counseling to all enrolled Stevens students

Disability eligibility determinations, accommodations & advocacy

Our Services