LOYOLA MARYMOUNT UNIVERSITY

Note From The Director

Happy New Year! I hope you enjoyed your holiday break and are well rested for the return of the school year.

I encourage you to take a few minutes to read this edition of our spring E-Newsletter which has important and relevant information to assist you throughout the semester.

If you have any issues or concerns, during the year, please know that our staff is here to help. Wishing you a wonderful semester!

Priscilla F. Levine, MSW, LCSW
Director

Spring 2016 Important Dates

• Jan. 11: Classes Begin
• Jan. 11-15: Please visit the DSS office to complete your accommodation forms
• Jan. 15: Last day to Add/Drop classes for 100% tuition refund
• Jan. 18: No classes/Martin Luther King Jr.’s Birthday
• Feb. 29-Mar. 4: No classes/Spring Break
• Mar. 23-25: No Classes/Easter Holiday
• Mar. 31: No Classes/Cesar Chavez Day
• Apr. 18-22: Completed test proctoring forms for Finals due!
• May 2-6: Finals Week

Summer I 2016

• May 16: Classes Begin
• May 16-20: Please visit the DSS office to complete your accommodations forms
• May 20: Last day to Add/Drop classes for 100% tuition refund
• May 30: No classes/Memorial Day
• Jun. 6-10: Completed test proctoring forms for Finals due!
• Jun. 20-24: Finals Week

Summer II 2016

• Jun. 27: Classes Begin
• Jul. 1 Last day to Add/Drop classes for 100% tuition refund
• Jul. 4: No classes/Independence Day
• Jul. 18-22: Completed test proctoring forms for Finals due!
• Aug. 1-5 Finals Week

DSS & ARC Office Renovations

During the winter break the DSS and ARC offices underwent renovations throughout Daum Hall 2nd floor. The Academic Resource Center (ARC) has expanded most offices and tutoring
services to occupy the back of Daum Hall. The Disability Support Services (DSS) offices are now located towards the front of the building. Most of our offices have changed, so please be sure to check in at the front desk so that we can direct you to the correct location. If you are in the area, make sure to stop by and see our newly remodeled space.

**Parking APP**

LMU Parking Services has a new APP, Parkmobile, which simplifies paying for parking. Save time searching for a pay station around campus and download the APP so that you can pay directly from your phone. Visit [www.parkmobile.com](http://www.parkmobile.com)

**Become a Mystery Shopper at LMU**

The Student Board of Directors (SBOD) is a group of students who represent the student body in collaboration with Sodexo’s Dining Service; thereby helping Sodexo match the diverse food service needs on our campus.

The Board will play a key role in voicing the concerns and desires of students, and the University in general to Sodexo. It will help Sodexo fulfill student needs, creating a beneficial partnership.

As a Mystery Shopper you’ll be charged with taking an objective, unbiased approach in measuring how effective we are in exceeding your expectations in relation to customer service. By sharing your observations, you’ll help shape how we improve upon our interaction with guests. You do not have to be an SBOD member to be a Mystery Shopper.

Please email: [Laura.Kissinger@sodexo.com](mailto:Laura.Kissinger@sodexo.com) to start as a Mystery Shopper today.

**Outdoor Adventures**

**Spring 2016 Outdoor Adventures**

Throughout the Spring 2016 semester, LMU will be offering various Outdoor Adventure trips in conjunction with arcEducation:

- Snowboarding/Skiing day trip: February 13th
- Kayaking day trip: March 12th
- Mountain Biking day trip: March 19th
- Overnight camping trip in Malibu Creek State Park: April 9th-10th

*Signups coming January 2016!*

Educational Testing Services (ETS)

Many of you will be taking the GRE, GMAT, PRAXIS, TOEFL, or some other high-stakes examination this year. To help you prepare more effectively, the Office of Disability Policy at Educational Testing Services (ETS) has developed a brochure, “Tips for Test Takers with Disabilities.” This brochure can be found on the ETS Office of Disability Policy website.

http://www.ets.org/disabilities

Know Your CAPP Report

The CAPP Report is the formal record of your progress on your graduation requirements. It shows the classes you’ve taken, AND those you still need to take. To view your CAPP Report logon to PROWL, click “Student Services,” click “Student Records” and click “CAPP Report.” If you have questions understanding your CAPP Report, e-mail one of the University Advisors for an appointment: advising@lmu.edu.

Announcements

Students need to opt out of parking each semester or the fees will stay on their student account.

All students registered in 7 or more semester hours will automatically be charged for parking via their student account on a semester basis. Students planning on parking at LMU must still register their vehicle regardless of being automatically billed, visit parking@lmu.edu.

Remember to opt out of parking in PROWL before it’s too late.

* Check deadlines at http://admin.lmu.edu/studentfacultyandstaffparking/rulesandpolicies/

Accommodation Forms Reminder

Accommodation forms must be completed for each class that you plan on using accommodations. DSS must approve your accommodation forms before you present them to your professors. Once your professor has signed your forms, it is your responsibility to return them to the DSS Office. You are encouraged to complete your accommodation forms every semester and as early in the semester as possible.

DSS MISSION & GOALS:

Loyola Marymount University's Disability Support Services (DSS) Office provides specialized assistance and resources to enable students with physical, perceptual, learning, ADHD/or psychological disabilities to achieve maximum independence while pursuing their educational goals. Services are offered to students who have established disabilities under federal and state law.

LOYOLA MARYMOUNT UNIVERSITY
DISABILITY SUPPORT SERVICES

Daum Hall
1 LMU Drive, MS 8208
Los Angeles, CA 90045-2659

Phone: 310-338-4216
Fax: 310-338-5344
E-mail: dsslmu@lmu.edu Web: http://lmu.edu/dss