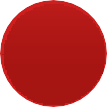


**Accessible**



Learning Services

# Interpreter Accommodation Guide

Mohawk College recognizes that Interpreters play an important role in the academic success of students who are Deaf, deafened, or hard of hearing. Mohawk College adheres to the guidelines put in place by the College Committee on Disability Issues (CCDI). For more information please see:

<http://www.disabilityissues.ca>

# Process of having an Interpreter in class:

* At the beginning of each semester, allow the students who is Deaf, deafened, or hard of hearing the choice to introduce and explain the role of an Interpreter in the classroom.
* Maintain the same expectations for students who are Deaf, deafened, or hard of hearing that you have for all students.
* When addressing a student who is Deaf, deafened, or hard of hearing, speak directly to and facing him/her. Avoid using phrases addressed to the Interpreter. The Interpreter will interpret what is being said/signed.
* Avoid turning your back on the student while you are speaking.
* The interpreting process can only accommodation one person speaking at a time. Monitor class interactions and discussions making sure that everyone speaks clearly and in turn.
* In order to accommodation the students visual needs, the Interpreter will position themselves close to the instructor, the board, and/ or multimedia equipment. This provides the clearest line of sight.
* When captioned media is used, the Interpreter may still need to provide an interpretation for the purpose of full comprehension.

# What else can instructors do:

* Try to incorporate visual aids and look for closed captioned movies.
* Repeat questions originated by students in the class at large, rewording for clarity when necessary.
* Interpreters, as part of the teaching team, will require all materials (course outline, textbooks, notes, list of videotapes and their transcripts, etc.) in advance.
* In order to ensure continuous provision of services, please consult with Accessible Learning Services, prior to any proposed schedule changes.
* Please ensure that you are familiar with the student’s Confidential Academic Accommodation Plan (CAAP).
* Should you require interpreting services for any other student related situation, please contact Accessible Learning Services as much in advance as possible
* If the student has not arrived within 20 minutes of the start of the scheduled class, the Interpreter will leave.
* If concerns arise regarding interpreting services, please speak with the classroom Interpreter before contacting Accessible Learning Services.

# Need Help?

Faculty can contact the student’s Accessibility Counsellor (name and contact information can be found on the student’s CAAP) with any questions or concerns. If you are not sure who to contact please email, [als@mohawkcollege.ca](mailto:als@mohawkcollege.ca), or phone 905-575-221.