



June 12, 2019

**Jorja Waybrant**  
Learning Resources

1533 South Main Street  
Winston-Salem, NC 27103

Phone: (336) 726-6963  
Fax: (336) 726-6964

[waybrantj@uncsa.edu](mailto:waybrantj@uncsa.edu)  
[learning\\_resources@uncsa.edu](mailto:learning_resources@uncsa.edu)  
<https://www.uncsa.edu>

Dear High School Students and Parents:

This letter provides information for students who are seeking classroom accommodations for a diagnosed disability, or who currently have an Individualized Education Plan (IEP) or 504 Plan. The Coordinator of Learning Resources is the primary contact for parents and students regarding disability-related matters. Prior to the start of the school year, parents should make an appointment with the Coordinator to discuss classroom accommodations, IEP and 504 Plans, and any special learning needs their students have.

Important points to keep in mind when seeking classroom modifications or accommodations through an IEP, 504 Plan, or otherwise:

- While UNCSA implements a student's previous IEP, the accommodations associated with an IEP, 504 Plan, or other disability-related educational plan, may be altered, deleted, or added to best meet the needs of the student in the UNCSA High School environment.
- All students receiving accommodations must have a current diagnosis of a disability or learning impairment from a qualified mental health and/or medical professional. A copy of the evaluation and written diagnosis should be submitted to the Coordinator of Learning Resources, University of North Carolina School of the Arts, 1533 South Main Street, Winston-Salem, NC 27127. Documentation may be faxed to 336-726-6964 or emailed to [learningresources@uncsa.edu](mailto:learningresources@uncsa.edu).
- Having an IEP, 504 Plan, or other disability-related educational plan does not automatically qualify a student to have accommodations on College Board tests including the PSAT, SAT, ACT or AP Exam. Students and parents wanting to request accommodations on these exams should contact the Associate Dean of the High School Academic Program, Brock Snyder at (336) 770-1320 or via email at [snyderb@uncsa.edu](mailto:snyderb@uncsa.edu) to schedule a meeting.

Please bring the following information to the meeting:

1. A copy of any current IEP, 504 Plan, or other accommodations plan.
2. A copy of the student's most recent mental health or medical evaluation related to the student's disability or impairment, along with the written diagnosis associated with this evaluation.

3. If applicable, the student's SSD number from the College Board for PSAT, SAT, and AP Exams.

If you have questions about services for students with disabilities, or if you wish to begin the transition of a current IEP, 504 Plan, or other disability-related educational plan to UNCOSA, please contact Jorja Waybrant, Coordinator of Learning Resources at the University of North Carolina School of the Arts by phone at (336) 726-6963, or via email at [waybrantj@uncsa.edu](mailto:waybrantj@uncsa.edu).

Thank you,  
Jorja Waybrant  
Coordinator - Learning Resources