

**Disability Support Services (DSS) - Mobility Services
Student Contract**

Name: _____ DVC ID#: _____ FA SP SU

Cell #: _____ Other #: _____ Date: _____

Email: _____

OK to leave detailed message. I have a disabled placard for my vehicle.

Mobility Services are provided to those with functional limitations that prevent the student from traversing distances, on campus and access to classroom buildings. DSS students must have a current Student Educational Contract (SEC) on file with DSS and be eligible for Mobility Services. The SEC must be updated annually with a DSS counselor.

Students must adhere to the policies and procedures listed on this document, as well as DVC policies and procedures as stated in the DVC Catalog. Any abuse, disruption or violation of the Student code of Conduct may result in a loss of services and mandatory meeting with a DSS Counselor.

No Shows: Three (3) "no shows" or failure to notify Mobility Services of all cancellations may result in suspension of services for the remainder of the term. If you are not at your first pick up location we will cancel service for the remainder of the day and it will count as a "no show". After two (2) "no shows", you will receive an e-mail informing you that a third "no show" will result in the suspension of Mobility Services. Suspension of services will require a meeting with a DSS Counselor. _____

Class Schedule Changes: You must notify the Mobility Services Coordinator of any change to your class schedule such as dropping or adding a class and other schedule changes. _____

Scheduling: Pick up times may be up to half an hour before class starts. While every effort will be made to be on time for pick ups, **unexpected delays may occur.** The Mobility Coordinator reserves the right to prioritize the order of pick up and drop off points as needed. Any schedule change requires 24 hours of advance notice. _____

Waiting time: Allow up to 10 minutes wait time beyond your scheduled pick-up time. If you leave the pick up location prior to mobility staff arriving you will be considered a "no show." For example, you have other plans and don't need a ride that has been scheduled or you don't wait the allotted 10 minutes. _____

Cancellation: If you do not need a ride due to absence, emergency or illness, you are required to call Mobility Services (925)969-2173 or 969-2182 with as much advance notice as possible. _____

Absolutely no stopping to socialize or giving rides to friends.

Your signature verifies that you understand and will comply with all of the conditions of this contract to activate.
I have read and received a copy of this agreement.

DSS Student Signature

DSS Mobility Coordinator or Designee 925-969-2173

Added to daily schedule: _____

Added to Outlook: _____

This document is available in alternate format by request.