



UNIVERSITY OF ILLINOIS CHICAGO

ASSISTIVE TECHNOLOGY CERTIFICATE PROGRAM



Online continuing education for working professionals



Student Handbook

UIC APPLIED HEALTH SCIENCES

Department of Disability and Human Development

The UIC Assistive Technology Certificate Program (ATCP) is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation for Rehabilitation Engineering and Assistive Technology Education (CoA-RATE).



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General Information

The UIC Certificate Program in Assistive Technology is a flexible package of 13 graduate-level credit hours designed to train leaders in assistive technology interventions, assessments and policies. It may be completed online or through a combination of online and on-campus courses.

Providing access for people with disabilities to learn, live, work and play more independently in the community is a growing part of many different fields of practice. Expand your professional training in fields such as occupational therapy, physical therapy, speech language pathology, special education, engineering, vocational rehabilitation and many more.

Courses will fit your schedule and location. All online courses are taught asynchronously. There is no specific meeting time. Assignments are typically completed in one-week units on your own time. The certificate may be completed entirely online.

Students earn graduate credit for each course completed. Check with your professional organization (e.g., ASHA, AOTA, APTA) to determine whether grad courses are accepted as CEUs for your credential or licensure.

Take individual courses without applying for the certificate. You must meet course prerequisites or obtain consent of the instructor. AT courses will count toward the certificate if you are later accepted into the program.

The cost for external students is the same rate no matter where you live. As of Fall 2022, the Extended Campus tuition rate is anticipated to be \$507 per credit hour. Consult individual course descriptions at <https://ec.uic.edu/assistive-technology-certificate-program> to verify the current tuition rate. Financial aid is not available because the certificate is not a degree.

Apply if you want the certificate. Admittance into the certificate program is based on academic background, work experience and how the student will put the knowledge into practice. The application deadlines are May 1st for Fall semester entry and November 1st for Spring

semester entry. The GRE is not required. Transcripts are required.

Completion time is flexible. Students are required to take DHD 440 Introduction to Assistive Technology (3 credits) and a field experience (1 or 3 credits). Students can choose the AT electives which they believe would best help them meet their professional goals and area of AT focus. While it is possible to complete the program within one academic year, most students take 1-3 credits of coursework per term and complete the program within four semesters. Courses are available fall, spring and summer, subject to minimum enrollment.

The required field experience has four options. (1) Working professionals can complete a 1-credit direct service field experience within their own work setting under the supervision of a RESNA Certified ATP, (2) Students can complete a 1-credit investigation and observation field experience, (3) Students can complete a 1-credit case study, or (4) Students can take DHD 441 Adaptive Equipment Design and Fabrication, a 3-credit lab-based fabrication course at UIC. For more details, see field experience descriptions later in this packet.

A printed certificated is issued to each student at the end. The courses will also be listed on the student's official UIC transcript along with the note: "Certificate in Assistive Technology."

Professional AT certification not included. Completing the AT certificate is different from earning AT professional certification through the Rehabilitation Engineering and Assistive Technology Society of North America (RESNA). However, anyone completing a certificate or degree in AT from an accredited academic program is eligible to reduce the required work experience for ATP eligibility. [See RESNA's website for details.](#)

Our certificate is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation for Rehabilitation Engineering and Assistive Technology Education (CoA-RATE).

Career Strands

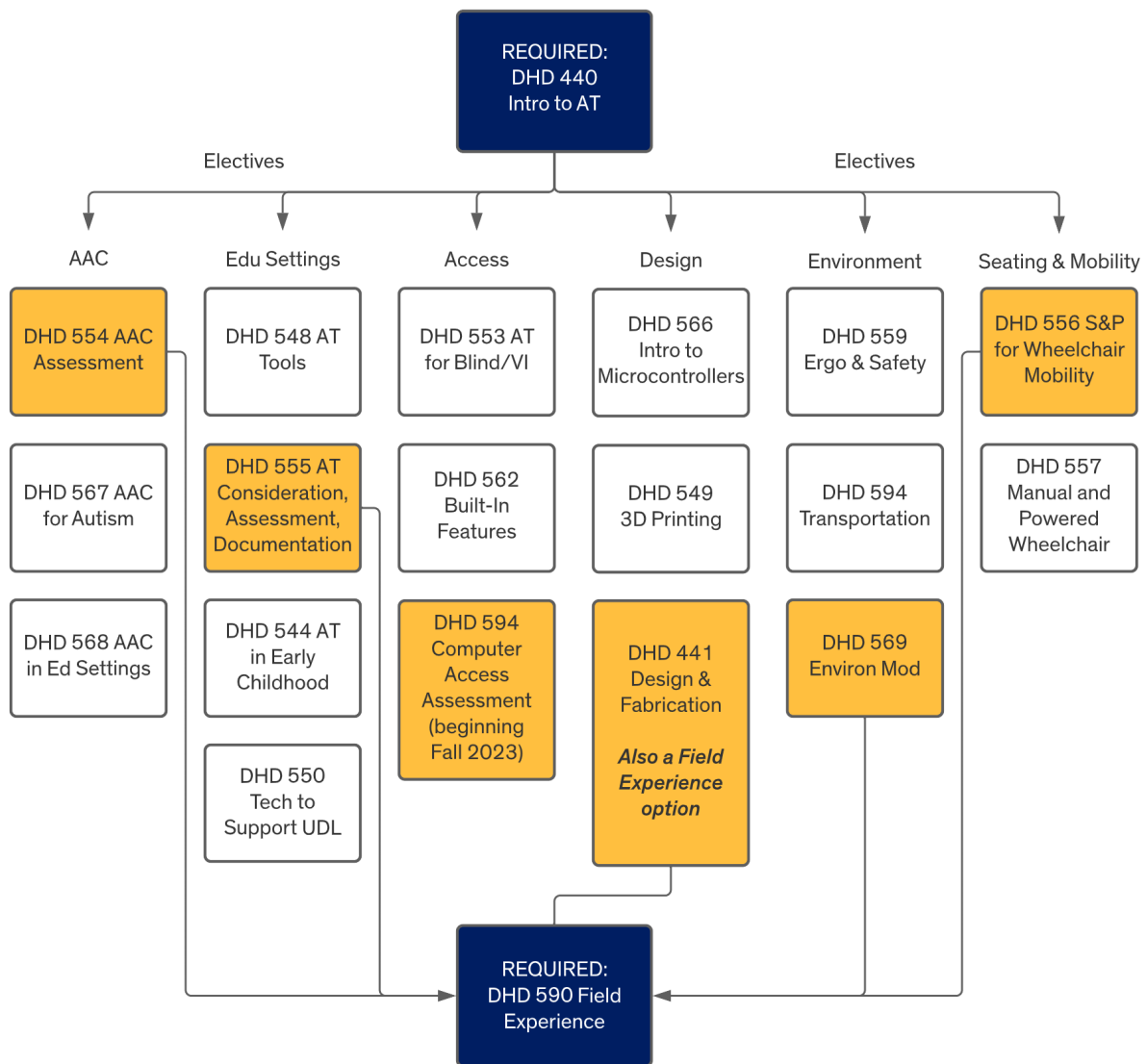
What's your focus?	You may be interested in...
K12 Special Education	DHD 548 - AT Tools in Education DHD 555 - AT Consideration and Assessment in K12 DHD 544 - AT for Early Childhood DHD 568 - Supporting AAC in Educational Settings DHD 554 - Augmentative Communication Assessment DHD 567 - AAC for Individuals with ASD DHD 550 - Technology to Support UDL DHD 562 - Mobile Tech & Computers: Built-in Accessibility
Transition and Employment	DHD 554 - Augmentative Communication Assessment DHD 569 - Ergonomics and Safety for Workers with Disabilities DHD 553 - AT for Individuals who are Blind or Visually Impaired DHD 562 - Mobile Tech & Computers: Built-in Accessibility
Community Living and Aging in Place	DHD 556 & 557 - Seating and Wheeled Mobility series DHD 553 - AT for Individuals who are Blind or Visually Impaired DHD 568 - Environmental Modification DHD 441 - Adaptive Equipment Design and Fabrication* DHD 594 - Assistive Technology and Transportation DHD 562 - Mobile Tech & Computers: Built-in Accessibility
Higher Education	DHD 594 - Technology to Support UDL DHD 548 - AT Tools in Education DHD 553 - AT for Individuals who are Blind or Visually Impaired DHD 562 - Mobile Tech & Computers: Built-in Accessibility
Early Intervention	DHD 544 - AT in Early Childhood Settings DHD 554 - Augmentative Communication Assessment DHD 567 - AAC for Individuals with Autism Spectrum Disorder DHD 562 - Mobile Tech & Computers: Built-in Accessibility
Rehabilitation	DHD 554 - Augmentative Communication Assessment DHD 556 & 557 - Seating and Wheeled Mobility series DHD 553 - AT for Individuals who are Blind or Visually Impaired DHD 594 - Assistive Technology and Transportation DHD 562 - Mobile Tech & Computers: Built-in Accessibility
DIY/Maker in AT	DHD 566 - Intro to Microcontrollers in Assistive Technology DHD 441 - Adaptive Equipment Design and Fabrication* DHD 549 - 3D Printing in Assistive Technology

* Lab-based course at UIC

Courses by Area of Focus

AT certificate courses cover a range of applications and practice settings. Students can focus on a particular area of application or take courses across areas. If you plan to pursue RESNA’s Assistive Technology Professional (ATP) certification, you should study a broad range of AT applications.

DHD 440 Intro to AT is a survey course that leads to electives in the following areas: Augmentative and alternative communication (AAC), AT in educational settings, access, design, environmental modification, and seating and wheeled mobility. Assessment courses in each area (marked in orange) lead to the required field experience. For more details, see field experience descriptions later in this packet.





Course Descriptions

Required Courses

DHD 440 - Introduction to Assistive Technology: Principles and Practice (3 credit hours, online)

An examination of best clinical practices and state-of-the-art assistive technology devices, including augmentative communication, cognitive technologies, computer access, environmental modification, job accommodation, seating and wheeled mobility. Funding and outcomes measurement are also covered.

Field Experience - Choose either DHD 590 (online) or DHD 441 (lab-based at UIC). See descriptions below.

Online Electives

DHD 544 - Assistive Technology in Early Childhood Settings (2 credit hours)

An introduction to the legal foundations of AT in early childhood settings, family-centered approaches to assessment, and an exploration of tools to support participation in home- and play-based activities for children 0-5 years of age. Students also develop a toolkit to support play-based AT assessment.

Prerequisite: DHD 440 or consent of instructor

DHD 548 – Assistive Technology Tools for Education (3 credit hours)

Using categories from two school-based AT consideration guides (GPAT and WATI), explore a range of assistive technology features and products that support active participation and learning in educational settings for students with both high and low incidence disabilities from the early grades through transition. AT training strategies are also covered.

DHD 549 - 3D Printing in Assistive Technology (1 credit hour)

3D printing is an emerging tool within Assistive Technology (AT). This course will cover the basics of customizing and fabricating low-cost adaptive devices without needing to own a 3D printer.

DHD 550 - Technology to Support Universal Design for Learning (1 credit hour)

An introduction to the framework of Universal Design for Learning (UDL). Technology will be explored through the lens of the three components of UDL: multiple means of representation, multiple means of expression and multiple means of engagement. Participants will explore technologies to support all learners for grades K-12.

DHD 553 - Assistive Technology for Individuals Who Are Blind or Visually Impaired (1 credit hour)

An introductory overview of assistive technology for people who are blind or visually impaired. Topics include screen magnification software, screen reading software, OCR software, braille technologies, low vision devices, smart phone and tablet accessibility features, and other specialized technologies designed for people with visual impairments.

DHD 554 - Augmentative Communication Assessment (3 credit hours)

A course covering a range of augmentative communication assessment strategies and evaluation materials utilizing case examples for discussion of specific approaches for different ages, disabilities, and settings. Students work directly with a wide range of speech-generating devices to conduct feature analyses of systems and to gain hands-on experience using a variety of access methods, rate enhancement techniques and vocabulary expansion tools.



DHD 555 - AT Consideration, Assessment and Documentation in PreK-12 Educational Settings (3 cr. hours)

An in-depth introduction to the delivery of AT devices and services in the preK-12 educational setting. Students use a case study project to apply the steps of consideration, assessment and documentation. Topics include data design, assessment protocols, and the legal mandates of IDEA. A basic understanding of AT devices is a prerequisite as the emphasis in this course is the service delivery process. Prerequisite: DHD 440 or strong familiarity with AT tools used in educational settings. DHD 548 recommended.

DHD 556 - Seating and Positioning for Wheelchair Mobility (1 credit hour, first 5 weeks of semester)

A focus on seating and positioning assessment for functional use of a manual or powered wheelchair for children and adults with physical disabilities. Emphasis is placed on identifying the appropriate technology to match consumer needs. Course content includes an in-depth look at assessment procedures and seating and positioning technology selection and applicable research. Prerequisite: DHD 440 or consent of instructor

DHD 557 - Manual and Powered Wheelchair Technologies (2 credit hours, last 10 weeks of semester)

An in-depth look at the styles and components of manual and powered wheelchairs designed for children and adults with physical disabilities. Emphasis is placed on identifying the appropriate technology to match consumer needs. Content includes information on frame materials and features to guide the wheelchair selection process, performance adjustments, transportation standards, access methods, powered seat functions, electronics, programming, and applicable research. Prerequisite: DHD 556

DHD 559 - Ergonomics & Safety for Workers with Disabilities (1 credit hour)

Individuals with disabilities can often achieve employment through the application of sound ergonomic principles, and where necessary, low-to-high-tech job accommodation devices. This course covers the application of these strategies in office and manufacturing environments, as well as the unique issues that individuals with disabilities face regarding emergency evacuation from worksites.

DHD 562 - Mobile Technology and Computers: Built-in Accessibility Features (1 credit hour)

This course explores the built-in accessibility features that are available in Windows PC, Macintosh, Chromebook, iOS and Android operating systems.

DHD 566 - Intro to Microcontrollers in Assistive Technology (2 credit hours)

In the spirit of DIY projects, this class introduces students to the use of entry-level electronics utilizing microcontrollers such as the Arduino board. Students are guided in constructing projects with an assistive technology focus. Project options include making an adaptive switch to operate a computer game, creating an alternate input control for accessing the computer and/or building a basic EADL/ECU control. No previous experience with microcontrollers is required, only a proficiency with computer use.

DHD 567 - AAC for Individuals with Autism Spectrum Disorder (2 credit hours)

Content addresses how AAC can meet the unique communication needs of individuals with autism spectrum disorders with emphasis on evidence-based modalities and intervention strategies. Topics include supports for social interaction and participation, assessment, and a range of intervention approaches including PECS, visual supports, aided language stimulation, and LAMP.



DHD 568 - Supporting AAC in Educational Settings (3 credit hours)

This course focuses on instruction and intervention for students who use augmentative and alternative communication systems (AAC) in the K-12 setting. Content emphasizes strategies that are classroom-based and can be used in inclusive settings to aid students' language and educational growth. Topics include assessment, literacy, social relationships, collaboration, and academic adaptations.

DHD 569 – Environmental Modification (1 credit hour)

A comprehensive overview of accessibility issues common in private residences and public spaces. National, state, and local codes are used as a framework for addressing the barriers. Accessible design and assistive technology solutions are also investigated.

DHD 590 – Field Experience in Disability & Human Development (1 credit hour)

Students demonstrate their knowledge and skill set regarding the provision of quality assistive technology services. Students can perform direct services at their place of employment. Or, students can create a self-selected case study, report on local service delivery options, and observe the delivery of AT direct services. *(Meets field experience requirement. Prerequisite: Admitted to certificate program and at least 6 credits earned, including an evaluation course in area of focus.)*

DHD 594 Special Topics Course - Assistive Technology and Transportation (2 credit hours)

This course explores assistive technology in the transportation setting, including private vehicles, public transit, planes, cruise ships, and ride share.

DHD 594 Special Topics Course – Computer Access Assessment (2 credit hours)

Beginning Fall 2023, this course explores assessment strategies for computer access. Best taken in series with DHD 562 Mobile Technology and Computers: Built-In Accessibility Features.

Lab-Based Course Taught at UIC

DHD 441 - Adaptive Equipment Design and Fabrication (3 credit hours)

A course covering design theories, idea generation, fabrication machines, hand tool techniques, and appropriate materials that relate to custom design and custom fabrication of low-tech adaptive equipment. Students work in the ATU shop during practice sessions and complete an individual assessment and implementation project based on actual consumer request. *(Meets field experience requirement.)*

Course Planning Chart – ACADEMIC YEAR 2022-2023

Fall 2022	Spring 2023	Summer 2023
Online Courses	Online Courses	Online Courses
DHD 440 Introduction to Assistive Technology Required Course (fall or spring) Instructors: All AT faculty (3 credits)	DHD 440 Introduction to Assistive Technology Required Course (fall or spring) Instructors: All AT faculty (3 credits)	DHD 559 Ergonomics and Safety for Workers with Disabilities Instructor: Hedman (1 credit)
DHD 544 Assistive Technology in Early Childhood Settings Instructor: Woodson (2 credits)	DHD 555 Consideration, Assessment, and Documentation of AT in PreK-12 Educational Settings Instructor: Cochrane (3 credits)	DHD 567 AAC for Individuals with Autism Spectrum Disorder Instructor: Bay (2 credits)
DHD 548 Assistive Technology Tools for Education Instructors: Cochrane, Lenzo & Bass (3 credits)	DHD 556 Seating and Positioning for Wheelchair Mobility Instructor: Sposato (1 credit – first 5 weeks)	DHD 569 Environmental Modification Instructor: Hedman (1 credit)
DHD 553 Assistive Technology for individuals who are Visually Impaired or Blind Instructor: Sessler Trinkowsky (1 credit)	DHD 557 Manual and Powered Wheelchair Technologies Instructor: Sposato (2 credit – last 10 weeks)	DHD 549: 3D Printing in Assistive Technology Instructor: Hooyenga & Thomas (1 credit)
DHD 554 Augmentative Communication Assessment Instructors: Bay (3 credits)	DHD 568 Supporting Augmentative Communication in Educational Settings Instructor: TBD (3 credits)	DHD 550: Technology to Support Universal Design for Learning Instructor: Skalitzky (1 credit)
DHD 555 Consideration, Assessment, and Documentation of AT in PreK-12 Educational Settings Instructor: Cochrane (3 credits)	DHD 562 Mobile Technology and Computers: Built-in Accessibility Features Instructor: Hooyenga (1 credit)	DHD 594 Special Topic: Assistive Technology and Transportation Instructor: Salkas (2 credit)
DHD 566 Intro to Microcontrollers in Assistive Technology Instructors: Hooyenga & Browning (2 credits)	DHD 590 Field Experience Instructor: Miller (1 credit)	DHD 441 Adaptive Equipment Design and Fabrication – NOT ONLINE – in-person lab course (<i>meets field experience requirement</i>) Instructors: Hooyenga, Hedman, Graham (3 credits)
DHD 590 Field Experience Instructor: Miller (1 credit)		

Course schedule is subject to change. All courses are online and asynchronous except DHD 441. The field experience may be completed remotely. Current semester dates are available at <https://catalog.uic.edu/qcat/academic-calendar/>

Course Planning Chart – ACADEMIC YEAR 2023-2024 and beyond

Changes highlighted in yellow

Fall 2023	Spring 2024	Summer 2024
<p>Online Courses</p> <p>DHD 440 Introduction to Assistive Technology Required Course (fall or spring) Instructors: All AT faculty (3 credits)</p> <p>DHD 544 Assistive Technology in Early Childhood Settings Instructor: Woodson (2 credits)</p> <p>DHD 548 Assistive Technology Tools for Education Instructors: Cochrane, Lenzo & Bass (3 credits)</p> <p>DHD 553 Assistive Technology for individuals who are Visually Impaired or Blind Instructor: Sessler-Trinkowsky (1 credit)</p> <p>DHD 568 Supporting Augmentative Communication in Educational Settings Instructor: TBD (3 credits)</p> <p>DHD 562 Mobile Technology and Computers: Built-in Accessibility Features Instructor: Hooyenga (1 credit)</p> <p>DHD 594 Special Topic: Computer Access Assessment (new course) Instructor: Hooyenga & AT faculty (2 credits)</p> <p>DHD 590 Field Experience Instructor: Miller (1 credit)</p>	<p>Online Courses</p> <p>DHD 440 Introduction to Assistive Technology Required Course (fall or spring) Instructors: All AT faculty (3 credits)</p> <p>DHD 555 Consideration, Assessment, and Documentation of AT in PreK-12 Educational Settings Instructor: Cochrane (3 credits)</p> <p>DHD 556 Seating and Positioning for Wheelchair Mobility Instructor: Sposato (1 credit – first 5 weeks)</p> <p>DHD 557 Manual and Powered Wheelchair Technologies Instructor: Sposato (2 credit – last 10 weeks)</p> <p>DHD 554 Augmentative Communication Assessment Instructors: Bay (3 credits)</p> <p>DHD 566 Intro to Microcontrollers in Assistive Technology Instructors: Hooyenga & Browning (2 credits)</p> <p>DHD 590 Field Experience Instructor: Miller (1 credit)</p>	<p>Online Courses</p> <p>DHD 559 Ergonomics and Safety for Workers with Disabilities Instructor: Hedman (1 credit)</p> <p>DHD 567 AAC for Individuals with Autism Spectrum Disorder Instructor: Bay (2 credits)</p> <p>DHD 569 Environmental Modification Instructor: Hedman (1 credit)</p> <p>DHD 549: 3D Printing in Assistive Technology Instructor: Hooyenga & Thomas (1 credit)</p> <p>DHD 550: Technology to Support Universal Design for Learning Instructor: Skalitzky (1 credit)</p> <p>DHD 594 Special Topic: Assistive Technology and Transportation Instructor: Salkas (2 credit)</p> <p>DHD 441 Adaptive Equipment Design and Fabrication – NOT ONLINE – in-person lab course (<i>meets field experience requirement</i>) Instructors: Hooyenga, Hedman, Graham (3 credits)</p>

Course schedule is subject to change. All courses are online and asynchronous except DHD 441. The field experience may be completed remotely. Current semester dates are available at <https://catalog.uic.edu/qcat/academic-calendar/>



Tuition and Course Registration

Working professionals admitted to the program or taking individual courses for continuing education must register through UIC's Extended Campus Program, which sets the tuition fees. No additional fees are required except the purchase of books and materials as determined by individual course instructors. As of Fall 2022, the Extended Campus tuition rate is \$507 per credit hour. Consult individual course descriptions at <https://ec.uic.edu/assistive-technology-certificate-program> to verify the current tuition rate.

Students admitted to a degree program at UIC (e.g., OTD, MEd) should register through the self-service portal, which may include campus fees and a different tuition structure.

How to Register through UIC's Extended Campus

1. Go to the [Assistive Technology Certificate Program](#) page¹ and select the course you are interested in to open the individual course page.
2. Choose "Register today!" at the bottom of the individual course page.
3. All students will need to create a new username on the UIC Extended Campus website. A temporary PIN will be sent to your email address. You will need this to activate your account. You can also call us at (312) 355-0423 if you need assistance with your login.
4. Once your account has been activated, click on "Start New Application"² which will appear in the middle of the Application Management Page.
5. Select "For Credit Courses" from the drop-down menu. Click on the "Create Application" button.
6. Fill out your application information, including what College and course you are enrolling in. AT certificate program courses are in the College of Applied Health Sciences.
7. Select your payment type.
8. In place of your signature, type your full legal name. Select "Confirm".
9. Review your application to ensure that all the information is correct. When you have completed the review, click "Submit Application". Full payment is due at time of submission.
10. Follow steps 4-9 for other courses you want to enroll in.

Before you register, be sure to read all enrollment, payment, cancellation, and refund information to better understand UIC Extended Campus policies and procedures. <https://ec.uic.edu/uic-ec-enrolling-paying-policies>.

If you have any questions or difficulties with the registration process, contact UIC's Extended Campus Student Services Team at (312) 355-0423 or at extendedcampus@uic.edu.

¹ <https://ec.uic.edu/assistive-technology-certificate-program/>

² This is not an application for the Certificate Program. It is simply an application to use UIC's Extended Campus.



Required Field Experience

Our CAAHEP accreditation guidelines require certificate students to complete a field experience. It is intended to provide students with opportunities to demonstrate working knowledge of the following aspects of quality service delivery:

Evaluation services

- Analysis of referral information related to current functional abilities, prognosis, goals of independence
- Identification of 3rd party payer for Evaluation service
- Area(s) of Assistive Technology to be investigated
- Identification of professionals to be involved
- Identification of Assistive Technology manufacturers, manufacturer reps, and/or suppliers to be involved
- Identification of method of consumer participation and identification of method of information gathering from parties important to the consumer (e.g., family members, teachers, vocational rehabilitation counselors, supervisors)
- Identification of Assistive Technology devices needed for the Evaluation
- Identification of data collection method(s)
- Trial of assistive technology
- Data collection and analysis
- Communication with consumer regarding next steps of process
- Identification of 3rd party payer options for Implementation phase of service
- Identification of 3rd party payer required documentation

Implementation services

- Summary of where the Request for Prior Approval was submitted, what the response was, and if any re-submittal was needed
- Description of equipment acquisition process
- Description of any required setup of equipment prior to issuance
- Identification of 3rd party payer for the Implementation service
- Identification of professionals to be involved
- Identification of Assistive Technology manufacturers, manufacturer reps, and/or suppliers to be involved
- Create Implementation Plan
- Performing of any required adjustments and/or training during issuance
- Instructions (for example written, verbal, or video) provided to the consumer regarding troubleshooting, preventative maintenance, follow up, and repair
- Description of outcomes measurement methods used to describe device performance

Follow-up services

- Reason for Follow-up services
- Identification of 3rd party payer for Follow-up service
- Identification of professionals to be involved
- Identification of Assistive Technology manufacturers, manufacturer reps, and/or suppliers to be involved
- Identify method of consumer participation
- Verify consumer's ability to use the equipment consistent with their goals
- Outcome of the Follow-up service



Field Experience Options

Choose from these options:

1. DHD 590 Field Experience: **Direct Service** (1 credit, fall or spring)
2. DHD 590 Field Experience: **Case Study Plus** (1 credit, fall or spring)
3. DHD 441 Adaptive Equipment Design and Fabrication (3 credits, lab-based, summers only)

OPTION 1

DHD 590: Direct Service

Prerequisites

1. Students must complete a minimum of 6 credit hours before enrolling, including DHD 440 Introduction to Assistive Technology, and are strongly advised to complete an assessment-related course in their area of AT application.
2. Students must be able to provide AT services within their work environment as an extension of their current work responsibilities. The certificate program does not facilitate or negotiate contracts for Field Experience placements. It is therefore the student's responsibility as an employee to meet any expectations of their work environment, including but not limited to HIPAA/FERPA compliance, criminal background checks, drug screenings, vaccinations, and standards of professional behavior.
3. The direct service provided must be within the student's professional scope of practice and chosen area of AT focus.
4. Students must obtain any permissions necessary for the Field Experience Supervisor to perform observations remotely via HIPAA-compliant Zoom meeting or in-person.

Requirements

Students must provide two of the three types of AT service in their area of AT application. One must be an Evaluation, and the second can be either an Implementation or a Follow-up.

1. In addition to the DHD 590 Field Experience Instructor, the student will also have a Field Experience Supervisor. The Field Experience Supervisor must be a qualified practitioner with experience and expertise in the student's area of AT application. UIC ATP faculty may serve as the Field Experience Supervisor, or the student may suggest a local Field Experience Supervisor for the Field Experience Instructor to review and approve.
2. The student creates a plan for both areas of service, which must be approved by the DHD 590 Field Experience Instructor and the Field Experience Supervisor.
3. The Field Experience Supervisor observes the student performing the two services and then the student compiles a written report form for each, that includes a summary of all components of the service.



4. The Field Experience Supervisor evaluates the student's delivery of the two services using a rubric and provides feedback to the student. If the performance does not meet expectations, the student may be required to repeat it, in whole or in part.
5. The Field Experience Instructor evaluates the student's written report forms using a rubric and provides feedback to the student. If the performance does not meet expectations, the student may be required to repeat it, in whole or in part.

OPTION 2

DHD 590: Case Study Plus

Prerequisites

1. Students must complete a minimum of 6 credit hours before enrolling, including DHD 440 Intro to Assistive Technology, and are strongly advised to complete an assessment-related course in their area of AT application.
2. The case study must be within the student's professional scope of practice and chosen area of AT application.
3. Students must obtain any permissions required by the site for observation of AT services.

Requirements

1. In addition to the DHD 590 Field Experience Instructor, the student will also have a Field Experience Supervisor. The Field Experience Supervisor must be a qualified practitioner with experience and expertise in the student's area of AT application. UIC ATP faculty may serve as the Field Experience Supervisor, or the student may suggest a local Field Experience Supervisor for the Field Experience Instructor to review and approve.
2. Students will complete a self-selected case study on a consumer who requires assistive technology services. This case study is intended to simulate a direct service. The student will select a client to whom they have provided AT services in the past or to whom they are planning to provide AT services in the future.
 - a. The case study must be approved by the DHD 590 Field Experience Instructor and Field Experience Supervisor.
 - b. The student will complete the following forms for the case study:
 - i. Evaluation Phase: Prep & Plan
 - ii. Evaluation Phase: Summary of Results
 - iii. Implementation Phase
 - iv. Follow Up Phase
 - c. The Field Experience Instructor evaluates the student's case study forms using a rubric and provides feedback to the student. If the performance does not meet expectations, the student may be required to repeat it, in whole or in part.

3. Students will investigate and report on service delivery options in their geographical area, in the area of AT their Case Study focused on.
 - a. The Field Experience Instructor evaluates the student's investigation form using a rubric and provides feedback to the student. If the performance does not meet expectations, the student may be required to repeat it, in whole or in part.
4. Students will observe the delivery of an AT Evaluation in the area of AT their Case Study focused on.
 - a. The site and a clinician being observed must be approved by the DHD 590 Field Experience Instructor. UIC ATU clinicians can provide observation opportunities, or the student may arrange their own local observation. The clinician being observed must be a qualified practitioner with experience and expertise in the student's area of AT application.
 - b. The student will compile a written report form of their observation that includes a summary of all components of the service.
 - c. The Field Experience Instructor evaluates the student's case study forms using a rubric and provides feedback to the student. If the performance does not meet expectations, the student may be required to repeat it, in whole or in part.

OPTION 3

DHD 441 Adaptive Equipment Design and Fabrication (3 credits, lab-based, summers only)

Prerequisites

1. Students must complete a minimum of 6 credit hours before enrolling, including DHD 440 Intro to Assistive Technology
2. Students must be able to be on-campus in Chicago for each course session

Requirements

DHD 441 covers design theories, idea generation, fabrication machines, hand tool techniques, and appropriate materials that relate to custom design and custom fabrication of low-tech adaptive equipment. Students work in the ATU shop during practice sessions and complete an individual assessment and implementation project based on actual consumer request. *This course is offered every other summer term and includes assessment-related content.*

Assessment-Related Courses by Area of Focus

The AT certificate program offers a wide variety of courses at different levels. Some of them include assessment strategies and techniques. Select at least one assessment course from the following areas of AT application before you register for the field experience. If you are interested in an area of focus not listed here, contact your faculty advisor to discuss options.

AREA OF FOCUS	ASSESSMENT-RELATED COURSES
AT in Educational Settings	DHD 555 Consideration, Assessment, and Documentation of AT in the PreK-12 Educational Setting
Augmentative & Alternative Communication	DHD 554 Augmentative Communication Assessment
Seating and Wheeled Mobility	DHD 556 Seating and Positioning for Wheelchair Mobility
Environmental Modification	DHD 569 Environmental Modification
Worksite Modification	DHD 559 Ergonomics and Safety for Workers with Disabilities
Design & Fabrication	DHD 441 Adaptive Equipment Design and Fabrication (lab-based course offered every other summer)
Computer Access	DHD 594 Special Topic: Computer Access Assessment (beginning Fall 2023)

Certificate Program and University Policies

Course Policies

- Individual AT courses may be taken for continuing education without applying to the certificate program if course prerequisites are met or consent of instructor is obtained. Courses completed with a grade of B or higher may be applied to the certificate program if the student is admitted later. There is no limit to the number of individual courses taken, however a maximum of 12 credits can be transferred into the MS or PhD programs in the Department of Disability and Human Development.
- All external students should register for courses through UIC's Extended Campus program to secure the flat rate tuition. Students admitted to a degree program at UIC (e.g., OTD, DPT, MEd) should register through the student portal.
- **Students should register for courses at least 2 weeks before the first day of the semester.** At least 5 registrants are needed to run a course. Cancellation notifications will be issued prior to the start of the semester if the minimum is not reached so that students can choose another course option.
- AT certificate courses will typically be offered in the semester rotation shown in the Course Planning Chart in this handbook. However, course offerings are subject to change.
- All AT certificate courses are graduate level for continuing education students so will require a bachelor's degree before starting a course.³

Certificate Program Policies

- Deadlines for admission to the Certificate Program in Assistive Technology are May 1st for Fall semester entry and November 1st for Spring semester entry.
- Applicants must have a bachelor's degree for admission to the AT certificate program. Courses are geared toward working professionals, so prior experience in a rehabilitation science field or special education is recommended.
- Thirteen (13) credits total are required for students entering the program on or after Spring 2022.⁴
- Required courses are:
 - DHD 440 Intro to Assistive Technology (3 credits)
 - A field experience (either DHD 590 for 1 credit or DHD 441 for 3 credits)
- The AT certificate program **does not accept transfer** of course credits into the program.
- Newly admitted AT certificate program students must submit a Plan of Study before the start of their first term. A faculty advisor will be assigned to help with this process. Students will list the sequence of courses to be taken.
- AT certificate students must earn at least a B average overall and achieve at least a C in each course to complete the program.

³ DHD 440 is an elective for undergraduate students at UIC.

⁴ Students who entered before Spring 2022 are required to complete 12 credits.

University Policies Applicable to AT Certificate Program Students

- Check your UIC email regularly. Communication from the university will be sent to your UIC email, not your personal email.
- AT certificate program students are considered non-degree seeking by the university. However, upon completion, the AT certificate will be marked on a student's transcript.
- **All non-degree seeking AT certificate program students should register for courses through UIC's Extended Campus program** (see step-by-step directions above).
- The AT certificate program can be earned concurrently with a UIC degree (e.g., OTD, M.Ed.). Students admitted to a degree program at UIC should apply through a separate process and will need to complete paperwork to add the certificate program to their course of study. Contact atcp@uic.edu for assistance with this process.
- **Newly admitted AT certificate program students must register for at least one course during their term of entry.** AT certificate program students admitted after the May 1st deadline are considered Fall entry and must register for a Fall course. AT certificate program students admitted after the Nov 1st deadline are considered Spring entry and must register for a Spring course.
- Nondegree students are not eligible for a leave of absence for any reason, although they may take off a semester and adjoining summer session and still hold continuing student status. Nondegree students who take off more than one semester and an adjoining summer session must reapply for admission (no application fee required) if future registration is desired. Readmission is not guaranteed.
- During the last term of their program, AT certificate program students **must file an "Intent to Complete a Campus Certificate" form** with the university to receive their certificate, assuming all requirements have been met⁵. Failure to file the "Intent to Complete" form will result in not receiving the certificate. Notices are sent out by email from the university during the middle of each term with a subject line that may refer to filing an "Intent to Graduate" form.
- If a student fails to submit all required assignments or is absent from the final examination, coursework is considered incomplete. Incomplete course work will typically result in a failing grade if it is not completed within the designated time limit. The "I" may be assigned instead of a grade only when **all** the following conditions are met:
 - The student has been making satisfactory progress in the course;
 - The student is unable to complete all course work due to unusual circumstances that are beyond personal control and are acceptable to the instructor; and
 - The student presents these reasons before the final grade roster is due. An "I" must be removed no later than one calendar year after the incurrence.
- Students can repeat a course for credit if:
 - The course is designated in the Schedule of Classes with the phrase "May be repeated for credit."
 - The course is one in which a grade of D, E, F, or U was received. In such cases the course can be repeated only once and counted only once toward the certificate requirements; the original grade continues to be included in the computation of the Graduate Degree GPA. The approval of both the instructor who will give the course and the director of graduate studies is required.
 - The course is one in which a student has received a permanent Incomplete (I).

⁵ The form will be available at https://apps.registrar.uic.edu/student_records/certificates/

Contact Information

General Questions

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The UIC Certificate Program in Assistive Technology is an academic program of the Department of Disability and Human Development (DHD) in the College of Applied Health Sciences (AHS) at the University of Illinois Chicago (UIC).