



Glossary

504 (Section 504 of the Rehabilitation Act)

Section 504 is a civil rights law that prohibits discrimination against individuals with disabilities. Section 504 ensures that students with medical or other disabilities have equal access to an education. Qualified students may receive accommodations and modifications planned by persons knowledgeable about the students, the meanings of evaluation data, and placement and accommodation options.

References:

[What is a 504 Plan?](#)

<https://www.understood.org/en/school-learning/special-services/504-plan/understanding-504-plans>

[Individual Education Plans \(IEP\) and 504 Plans](#)

www.successforkidswithhearingloss.com/wp-content/uploads/2012/08/IEP_504_Accommodations.pdf

[Section 504 of the Rehabilitation Act \(504 “Committees”\)](#)

www.state.nj.us/education/students/safety/behavior/504/

ACT (Originally known as American College Testing)

The ACT is a national college admissions examination that consists of subject area tests in English, Mathematics, Reading and Science. The ACT with writing includes the four subject area tests plus a 40 minute writing test. ACT results are accepted by all four-year colleges and universities in the US. It is administered by the ACT non-profit organization – fees apply.

Reference:

[ACT Products](#)

<https://www.act.org/content/act/en.html>

[When is the Next ACT?](#)

<http://www.act.org/content/act/en/products-and-services/the-act.html>

ADA (Americans with Disabilities Act)

The ADA became law in 1990. It is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public. The purpose of the law is to make sure that people with disabilities have the same rights and opportunities as everyone else. The ADA guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, state and local government services, and telecommunications.

References:

[Learn About ADA](#)

<https://adata.org/learn-about-ada>

[The ADA](#)

<https://www.ada.gov/>



ALD / ALS (Assisted Listening Device/Assisted Listening System)

Essentially, ALDs are amplifiers that bring sound directly into the ear. They separate the sounds, particularly speech, that a person wants to hear from background noise. They improve what is known as the "speech to noise ratio." They include personal amplifiers, FM systems, infrared systems, or inductive loop technologies and captioned phones.

References:

[Listening Systems and Devices](#)

<https://www.nad.org/resources/technology/assistive-listening/assistive-listening-systems-and-devices/>

[Top Five Listening Systems and Devices](#)

<https://www.healthyhearing.com/report/52538-Top-five-assistive-listening-devices>

ASL (American Sign Language)

ASL is a complete, natural language that has the same linguistic properties as spoken languages, with grammar that differs from English. ASL is expressed by movements of the hands and face. There is no universal sign language. Different sign languages are used in different countries or regions. ASL is a language completely separate and distinct from English. It contains all the fundamental features of language, with its own rules for pronunciation, word formation, and word order.

Reference:

[What is ASL?](#)

<https://www.nidcd.nih.gov/health/american-sign-language>

Captioned Phones

A captioned telephone is a special telephone that has a built-in screen to display in text (captions) everything the other person on the call says. When Title IV of the Americans with Disabilities Act (ADA) was passed in 1990, the government mandated that relay services be available nationwide giving people with hearing loss the same access to telephone use as others. When a call is made, the captioned phone automatically connects to a Captioned Telephone Service (CTS). When the other person answers the phone, the caller hears whatever they say just like with a traditional telephone call. At the same time, the CTS uses advanced voice recognition technology and specially trained communications assistants to transcribe everything that is said into captions, which appear almost simultaneously on the phone display.

References:

[Telephone and Relay Services](#)

<https://www.nad.org/resources/technology/telephone-and-relay-services/captioned-telephone-service-cts/>

[Assistive Listening Devices](#)

<https://www.healthyhearing.com/help/assistive-listening-devices/captioned-phones>



Career Counseling (NJDVRS services)

The following services may be available to individuals with disabilities who have been determined eligible for vocational rehabilitation services and have an individual plan for employment (IPE):

- **Counseling and guidance/information and referral:** Vocational rehabilitation counselors will offer assistance and coordinate client services consistent with individual employment goals and provide information regarding other available services.
- **Job search skill development:** Guidance in work-search activities, such as resume writing, interviewing, travel, and the job search.
- **Placement services:** Through one-on-one assistance, customers develop job search and interviewing skills, obtain job leads, and receive support during the job search. Depending on the customer's needs, placement services may include interviewing skills training, soft skills training, on-the-job training (OJT), supported employment (SE), or time-limited job coaching (TLJC).

Reference:

[DVRS Services](#)

https://www.careerconnections.nj.gov/careerconnections/plan/foryou/disable/vocational_rehabilitation_services.shtml

Career Interest Inventory (aka, Career Inventory Assessment)

Individuals learn about themselves and identify promising careers and college majors that match their personality and interests. Interest assessments usually ask a series of questions about what a person likes and doesn't like to do. Then they match their likes and dislikes to careers. They work best when administered in full by a professional who can interpret the results.

References:

[New Jersey Career Assistance Navigator](#)

<https://www.njcan.org>

[What is Career Key?](#)

<https://www.careerkey.org/>

[Explore Careers](#)

<https://www.careeronestop.org/ExploreCareers/Assessments/interests.aspx>

[10 Career Assessment Tools](#)

<https://www.monster.com/career-advice/article/best-free-career-assessment-tools>

[Career Interest](#)

<https://careertrend.com/about-6591883-career-interest-.html>



CART (Communication Access Realtime Translation)

Provides instantaneous translation of spoken language into text and is displayed on screens, monitors, computers and mobile devices. It offers word for word translation and is provided by a professional who is skilled and trained in using the stenographic equipment. Many captioning services offer remote CART and Internet captioning where the stenographer is not physically present at the event but can listen-in through a telephone line.

References:

[CART Services](https://www.acscaptions.com/services/cart-services-live-captions/)

<https://www.acscaptions.com/services/cart-services-live-captions/>

[CART Accommodations](https://askjan.org/publications/consultants-corner/vol01iss07.cfm)

<https://askjan.org/publications/consultants-corner/vol01iss07.cfm>

CI (Cochlear Implant)

Cochlear implants allow people with severe or profound hearing loss to receive and process sounds and speech. They are small electronic devices that help people hear. It is not the same thing as a hearing aid. A cochlear implant can be useful if the hearing loss is caused by problems with the cochlea (usually damaged hair cells) or where the loss is caused by problems with the middle ear that cannot be corrected. One part of the device is surgically implanted into the bone surrounding the ear (temporal bone). It is made up of a receiver-stimulator, which accepts, decodes, and then sends an electrical signal to the brain. The second part of the cochlear implant is an outside device. This is made up of a microphone/receiver, a speech processor, and an antenna. This part of the implant receives the sound, converts the sound into an electrical signal, and sends it to the inside part of the cochlear implant. These devices do not restore normal hearing. They are tools that allow sound and speech to be processed and sent to the brain.

References:

[Cochlear Implant](https://www.medlineplus.gov/ency/article/007203.htm)

<https://www.medlineplus.gov/ency/article/007203.htm>

Disclosure

The action of making new or secret information known.

References:

[Disclosure Definition](https://www.lexico.com/en/definition/disclosure)

<https://www.lexico.com/en/definition/disclosure>

Discrimination vs. Perceived Discrimination

Discrimination: Treatment or consideration of, or making a distinction in favor of or against, a person or thing based on the group, class, or category to which that person or thing belongs rather than on individual merit. The unjust or prejudicial treatment of different categories of people, especially on the grounds of race, age, or sex.

Perceived Discrimination: Discrimination based on a perception (belief, whether true or not) that an individual is a member of a relevant protected group. The relevant protected groups are Age, Disability,



Gender Reassignment, Race, Religion or Belief, Sex and Sexual Orientation. Examples: A member of staff refuses to supervise a student because they believe that he or she is transsexual; an employer decides not to promote a member of staff because they believe they have a disability.

Reference:

[Discrimination Definition](#)

<https://www.dictionary.com/browse/discrimination?s=t>

DVRS (Division of Vocational Rehabilitation Services)

Individuals with a physical, mental, cognitive, or other form of disability that has a substantial impediment to employment may qualify for services through the New Jersey Division of Vocational Rehabilitation Services (DVRS). Its mission is to enable eligible individuals with disabilities to achieve an employment outcome consistent with their strengths, priorities, needs, abilities and capabilities. Services include: career counseling, supported employment, evaluations and restorations, financial assessments and planning, job accommodations/equipment and vehicle modifications, training opportunities, interpretation services, and small business funding.

Reference:

[DVRS Careers](#)

https://www.careerconnections.nj.gov/careerconnections/plan/foryou/disable/vocational_rehabilitation_services.shtml

FAFSA (Free Application for Federal Student Aid)

The application for federally funded financial aid (grants, work-study, and loans) to pay for college or career school. Federal Student Aid, a part of the U.S. Department of Education, is the largest provider of student financial aid in the nation. The office of Federal Student Aid provides more than \$120 billion in federal grants, loans, and work-study funds each year to more than 13 million students paying for college or career school.

Reference:

[What is FAFSA?](#)

<https://studentaid.gov/>

Grievance/Appeal

An individual who has been refused Section 504 accommodations in the postsecondary setting can follow the institution's grievance process and/or file a complaint with the Office of Civil Rights.

Grievance: A real or imagined cause for complaint, especially unfair treatment. Examples include discipline, demotion, harassment, improper classification or denial of earned overtime.

Appeal: A formal application for a decision to be reversed. The purpose of the appeal is to provide a person with a further opportunity to have their complaint addressed. The appeal will allow new information and, where appropriate, the calling of witnesses.



References:

[Grievance Definition](https://www.lexico.com/en/definition/grievance)

<https://www.lexico.com/en/definition/grievance>

[Office of Civil Rights](https://www.hhs.gov/civil-rights/for-providers/clearance-medicare-providers/section-504-grievance-procedure/index.html)

<https://www.hhs.gov/civil-rights/for-providers/clearance-medicare-providers/section-504-grievance-procedure/index.html>

[U.S. Department of Education](https://www2.ed.gov/about/offices/list/ocr/docs/howto.html)

<https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Idiom

An expression that takes on a figurative meaning when certain words are combined, which is different from the literal definition of the individual words; a group of words established by usage as having a meaning not deducible from those of the individual words; a phrase or expression whose meaning can't be understood from the ordinary meanings of the words in it. Examples include:

- *A Piece of Cake*: A task that can be accomplished very easily.
- *Level the Playing Field*: A fair competition where no side has an advantage.
- *Raining Cats and Dogs*: A very loud and noisy rainstorm.

References:

[What is an Idiom?](https://study.com/academy/lesson/what-is-an-idiom-definition-examples-quiz.html)

<https://study.com/academy/lesson/what-is-an-idiom-definition-examples-quiz.html>

[Idiom Site](http://www.idiomsite.com/)

<http://www.idiomsite.com/>

In-Demand Occupations

Occupations with the most projected job growth. Median wages and employment trends for occupations in 2018 and projections to 2028 can be found on website listed below. Data are from the Occupational Employment Statistics program, U.S. Bureau of Labor Statistics, and for New Jersey from the Department of Labor and Workforce Development. Information regarding [In-Demand Occupations](#) can be found at: www.onetonline.org/find/quick?s=in+demand+occupations

References:

[Occupations with Most Job Growth](https://www.bls.gov/emp/tables/occupations-most-job-growth.htm)

<https://www.bls.gov/emp/tables/occupations-most-job-growth.htm>

[Demand Occupations List](https://careerconnections.nj.gov/careerconnections/prepare/skills/demand/demand_occupations_list.shtml)

https://careerconnections.nj.gov/careerconnections/prepare/skills/demand/demand_occupations_list.shtml

[Fast Growing Occupations](https://www.bls.gov/emp/tables/fastest-growing-occupations.htm)

<https://www.bls.gov/emp/tables/fastest-growing-occupations.htm>



Independent Living

Living just like everyone else - having opportunities to make decisions that affect one's life, able to pursue activities of one's own choosing. The ability to examine alternatives and make informed decisions and direct one's own life.

References:

[What is Independent Living?](#)

<https://www.reachcils.org/resources/disability/disability-rights/what-independent-living>

[Personal Accounts of Independent Living](#)

<https://www.independentliving.org/toolsforpower/tools11.html>

Interpersonal Skills (aka Soft Skills)

Interpersonal or people skills are personal attributes that enable someone to interact effectively and harmoniously with other people. They are somewhat difficult to quantify, ranging from communication and listening to attitude and deportment. Some examples are: good communication, listening, critical thinking, empathy, ability to work under pressure, decision making, time management, self-motivation, conflict resolution, leadership, adaptability, work ethic, good manners, cooperation. This is one of New Jersey's [Social and Emotional Learning Competencies](#) (Relationship Skills, Self-Management and Responsible Decision-Making) which can be found at <https://www.state.nj.us/education/students/safety/sandp/sel/SELCompetencies.pdf>

References:

[Interpersonal Skills](#)

<https://www.investopedia.com/terms/i/interpersonal-skills.asp>

[Interpersonal Skills: Definitions and Examples](#)

<https://www.indeed.com/career-advice/resumes-cover-letters/interpersonal-skills>

[Skill Set Definition and Examples](#)

<https://www.thebalancecareers.com/what-is-a-skill-set-2062103>

Interpreter / Interpreting for an Individual who is Deaf or Hard of Hearing

Interpreter: A person who interprets.

Interpreting: The process of transmitting spoken English into American Sign Language (ASL) and/or gestures for communication between individuals who are Deaf and hearing; enhances the quality of interaction between the Deaf and hard-of-hearing communities; serves as a tool in bridging communication gaps.

Reference:

[Interpreting](#)

<https://rid.org/about-rid/about-interpreting/>



Labor Market

The availability of employment and labor, in terms of supply and demand.

References:

[Labor Market Definition](#)

https://www.lexico.com/en/definition/labor_market

Legal Rights

Refers to rights according to law. They exist under the rules of a state or federal legal system. See ADA (Americans with Disabilities Act) as example.

Reference:

[Legal Rights Definition](#)

<https://www.merriam-webster.com/dictionary/legal%20right>

Office of Disability Services

Offices in most colleges and universities that “exist to assist individuals with disabilities [to] have [the] opportunity for full participation and equal access to campus programs and services, in alignment with federal standards and state regulations”. (Stevens Institute of Technology)

“[They] provide the necessary tools, resources and support for individuals with disabilities to become responsible decision-makers and self-advocates in charge of their own future”. (Rutgers University)

May be known by other names, such as “Accessibility Resources & Disability Services”, “Office of Accessibility Services”, “Services for Students with Disabilities”, et.al. Services and accommodations may differ depending upon the college or university.

References:

[Stevens Institute of Technology Office of Disability Services](#)

<https://www.stevens.edu/directory/office-disability-services>

[Rutgers University Office of Disability Services](#)

<https://ods.rutgers.edu/>

[7 Things to Know About College Disability Services](#)

<https://www.understood.org/en/school-learning/choosing-starting-school/leaving-high-school/7-things-to-know-about-college-disability-services>



RCC (Relay Conference Captioning)

A free service for anyone who is deaf or hard of hearing to engage in meetings (in-person or remote), group conversations in a videoconference and multi-party conference call. Using the same high-quality captioners that produce closed captioning for television, RCC users receive live, real-time text streamed to a computer connected to the Internet anywhere.

Reference:

[What is RCC?](#)

<http://njrelay.com/relay-conference-captioning-rcc>

Reasonable Accommodations

Title I of the Americans with Disabilities Act of 1990 (ADA) requires an employer to provide reasonable accommodation to qualified individuals with disabilities who are employees or applicants for employment, unless to do so would cause undue hardship. "In general, an accommodation is any change in the work environment or in the way things are customarily done that enables an individual with a disability to enjoy equal employment opportunities." There are three categories of "reasonable accommodations":

- "(i) modifications or adjustments to a job application process that enable a qualified applicant with a disability to be considered for the position such qualified applicant desires; or
- (ii) modifications or adjustments to the work environment, or to the manner or circumstances under which the position held or desired is customarily performed, that enable a qualified individual with a disability to perform the essential functions of that position; or
- (iii) modifications or adjustments that enable a covered entity's employee with a disability to enjoy equal benefits and privileges of employment as are enjoyed by its other similarly situated employees without disabilities."*

References:

*[Reasonable Accommodation and Undue Hardship Under the Americans with Disabilities Act](#)

<https://www.eeoc.gov/policy/docs/accommodation.html>

[Reasonable Accommodations Fact Sheet](#)

<https://adata.org/factsheet/reasonable-accommodations-workplace>



RID/NIC (Registry of Interpreters for the Deaf / National Interpreter Certification)

RID strives to advocate for best practices in interpreting, professional development for practitioners and for the highest standards in the provision of interpreting services for diverse users of languages that are signed or spoken. Holders of NIC Certification have demonstrated general knowledge in the field of interpreting, ethical decision making and interpreting skills. Candidates earn NIC Certification if they demonstrate professional knowledge and skills that meet or exceed the minimum professional standards necessary to perform in a broad range of interpretation and transliteration assignments. Administered by RID.

References:

[The mission of RID](https://rid.org/about-rid/mission-vision-statements/)

<https://rid.org/about-rid/mission-vision-statements/>

[What is NIC?](https://rid.org/rid-certification-overview/available-certification/nic-certification/)

<https://rid.org/rid-certification-overview/available-certification/nic-certification/>

Safety Equipment (aka, Alerting Technology / Signaling-Notification Systems)

These can include monitoring and alerting systems to help individuals who are deaf and hard of hearing stay in touch with the world around them. Deaf technology sends extra loud alarms, flashing lights or vibrating signals. These can let you know when a baby cries, when a smoke/carbon monoxide detector sounds, when a telephone or an alarm clock rings or when a door or window opens.

References:

[Alerting Systems](https://www.lssproducts.com/category/alerting-devices)

<https://www.lssproducts.com/category/alerting-devices>

[Alerting & Notification Systems](https://www.harriscomm.com/equipment/signaling-systems.html)

<https://www.harriscomm.com/equipment/signaling-systems.html>

SAT (Originally known as Scholastic Aptitude Test)

The SAT is a standardized test widely used for college admissions which includes a Reading Test, Writing and Language Test, and a Math Test. The SAT has an optional essay component, which some colleges will require. SAT questions focus on skills that matter most for college readiness and success, according to the latest research. It is administered by the not-for-profit College Board – fees apply.

Reference:

[What is the SAT?](https://www.collegeboard.org/)

<https://www.collegeboard.org/>



Self-Advocacy

The action of representing oneself or one's views or interests. It is learning how to speak up for yourself, making your own decisions about your own life, learning how to get information so that you can understand things that are of interest to you, finding out who will support you in your journey, knowing your rights and responsibilities, problem solving, listening and learning, reaching out to others when you need help and friendship, and learning about self-determination. This is one of New Jersey's Social and Emotional Learning Competencies (Self-Awareness and Self-Management) which can be found at <https://www.state.nj.us/education/students/safety/sandp/sel/SELCompetencies.pdf>

References:

[Self-Advocacy for Deaf and Hard of Hearing Students](#)

<http://www.handsandvoices.org/needs/advocacy.htm>

[What is Self-Advocacy?](#)

<https://www.wrightslaw.com/info/self.advocacy.htm>

[Best Practices in Self-Advocacy Skill Building](#)

<https://www.parentcenterhub.org/priority-selfadvocacy/>

Self-Determination

The process by which a person controls their own life. It is believing you can control your own destiny. Self-determination is a combination of attitudes and abilities that lead people to set goals for themselves, and to take the initiative to reach these goals. It is about being in charge but is not necessarily the same thing as self-sufficiency or independence. It means making your own choices, learning to effectively solve problems, and taking control and responsibility for one's life. Practicing self-determination also means one experiences the consequences of making choices. This is one of New Jersey's Social and Emotional Learning Competencies (Self-Awareness, Self-Management, and Responsible Decision-Making) which can be found at <https://www.state.nj.us/education/students/safety/sandp/sel/SELCompetencies.pdf>

References:

[Self-Determination Definition](#)

<https://www.lexico.com/en/definition/self-determination>

[What is Self-Determination?](#)

<https://www.pacer.org/transition/learning-center/independent-community-living/self-determination.asp>



Skill Set (aka, Skillset)

A person's range (collection) of skills or abilities that can be applied to a professional or creative endeavor. It is a particular category of knowledge, abilities, and experience necessary to perform a job. Specific skill set areas [may] include human relations, research and planning, accounting, leadership, management, and computer skills.

References:

[Skill Set Definition](#)

https://www.lexico.com/en/definition/skill_set

[Skill Set Dictionary Definition](#)

<https://www.merriam-webster.com/dictionary/skill%20set>

[What is a Skill Set?](#)

<https://www.thebalancecareers.com/what-is-a-skill-set-2062103>

Social Skills

Skills used to communicate and interact with others, both verbally and non-verbally, through gestures, body language and personal appearance. They are the abilities necessary to get along with others and to create and maintain satisfying relationships. Understanding and improving social skills will support efforts in every area of life - they are essential in building both personal and professional relationships.

Similar to soft skills, these can include basic communication skills (including listening, following directions, refraining from speaking), empathy and rapport skills (to feel what others are feeling and connecting with others), interpersonal skills (including sharing, joining activities, asking for permission, waiting turns), problem solving skills (asking for help, apologizing to others, deciding what to do, accepting consequences), and accountability (accepting blame for problems, dealing with constructive feedback). This is one of New Jersey's Social and Emotional Learning Competencies (Social Awareness) which can be found at

<https://www.state.nj.us/education/students/safety/sandp/sel/SELCompetencies.pdf>

References:

[Social Skills: Definition and Examples](#)

<https://www.indeed.com/career-advice/career-development/social-skills>

[Psychology Today: What are Social Skills](#)

<https://www.psychologytoday.com/us/blog/growing-friendships/201108/what-are-social-skills>

SSI (Supplemental Security Income)

A federal income supplement program funded by general tax revenues (not Social Security taxes). It is designed to help aged, blind, and people with disabilities, who have little or no income. It provides cash to meet basic needs for food, clothing and shelter. Many people who are eligible for SSI may also be entitled to Social Security benefits. In fact, the application for SSI is also an application for Social Security benefits. However, SSI and Social Security are different in many ways.

Unlike Social Security benefits, SSI benefits are not based on your prior work or a family member's prior work. SSI is financed by general funds of the U.S. Treasury--personal income taxes, corporate and other taxes. Social Security taxes do not fund the SSI program. Recipients also can get medical assistance



(Medicaid) - to pay for hospital stays, doctor bills, prescription drugs, and other health costs and may also be eligible for food assistance. In some states, an application for SSI also serves as an application for food assistance.

References:

[What is SSI?](#)

<https://www.ssa.gov/ssi/>

[SSI Overview](#)

<https://www.ssa.gov/ssi/text-over-ussi.htm>

VP (Video Phone)

A device that simultaneously transmits and receives both audio and video signals over telephone lines. It incorporates a personal video camera and display, a microphone and speaker, and a data-conversion device.

Reference:

[What is a Videophone?](#)

<https://www.britannica.com/technology/videophone>

VRS (Video Relay Services)

Video Relay Service is a form of Telecommunications Relay Service (TRS) that enables persons with hearing disabilities who use American Sign Language to communicate with voice telephone users through video equipment, rather than through typed text.

Reference:

[What are VRS?](#)

<https://www.fcc.gov/consumers/guides/video-relay-services>

Workplace Readiness Training

Training geared to teach a number of commonly expected skills that employers seek from most employees. Work readiness skills are a set of skills and behaviors that are necessary for any job. Work readiness skills are sometimes called soft skills, employability skills, or job readiness skills.

These abilities help employees learn how to interact with supervisors and co-workers.

They help reinforce the importance of timeliness and build an understanding of how we are perceived by others. Employers value employees who can communicate effectively and act professionally. No matter what technical skills a job may require, every job requires good social skills/interpersonal skills. See "Soft Skills".

References:

[Workplace Readiness Training to Develop Social Skills and Independent Living](#)

<http://www.wintac.org/topic-areas/pre-employment-transition-services/overview/workplace-readiness-training>