

F. Americans with Disabilities Act (ADA)

AMENDMENTS ACT (ADAAA)/SECTION 504

The American with Disabilities Act Amendments Act (ADAAA) requires the provision of "reasonable accommodations" to those qualified individuals with disabilities by providing equal, nondiscriminatory program access in the academic setting. The student is responsible for providing current documentation from a qualified professional to support their request for accommodations. Students need to take the verifying documentation by a qualified professional to the Dean of Students Office where it will be kept confidential and private. In most cases, verifying documents can be obtained from doctors, licensed psychologists, or other professionals licensed to determine the existence, severity of, and characteristics of the disability or disabilities. It is the student's responsibility to request documentation from such professionals, and to request the accommodations received at any other educational institution. If accommodations are needed by the student, the student should provide the information and documentation in a reasonably early manner following attending each class AT LEAST ONCE to allow time for the development and arrangement of reasonable accommodations. In some cases, as when books on tape need to be requested, several weeks advance arrangement is needed. The Dean of Students will determine on an individual case by case basis what documentation will be required.

The student should meet with each instructor after the first class period or during the instructor's office hours within the first week of class and discuss the specific accommodation options that have been recommended and how they will be adopted in his or her class.

Accommodations cannot be retroactive and begin only after verifying documentation from a qualified professional is received and reasonable time for accommodation development has been allowed. The faculty is encouraged not to provide an accommodation without the proper documentation from the Dean of Students office verifying the need for a reasonable accommodation.

Although it is the student's responsibility to identify their disability, it is recommended that a statement be included in the course syllabi regarding the need to self identify. A sample statement follows:

“If any member of the class feels that he/she has a disability and is in need of special academic accommodations, the instructor will work with the student and Student Services in order to provide reasonable accommodations. This will help ensure that the student has an equal opportunity to perform in this class. The student will please advise the instructor of such disability and the desired accommodations at some point before, during, or immediately after the first scheduled class period.”

If a student does not believe their accommodation request has been fulfilled in a reasonable manner by the Dean of Students, the student may file an appeal with the Associate Provost. If a student with a disability believes that faculty members have not provided the appropriate accommodations, he or she may file a grievance with the Dean of Students.

Policy from SWOSU Student Handbook:

www.swosu.edu/resources/pubforms/DisplayMedia.aspx?pid=397