



1.0 TITLE: Accessibility Services for Students with Disabilities and or Medical Conditions

2.0 PURPOSE: La Roche University is committed to ensuring that all qualified individuals with disabilities have an opportunity to take part in educational programs and services on an equal basis. This policy is intended to reflect La Roche University's commitment to the principles, goals, and ideals described in the University's Mission Statement.

3.0 REVISION HISTORY: First published, 1989; reviewed, 1999, 2015, 2019

4.0 PERSONS AFFECTED: Students with documented disabilities and medical conditions.

5.0 POLICY:

1. In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as amended, all qualified La Roche University students with disabilities have full access to institutional programs, activities, and services and are provided opportunities and reasonable accommodations and services to ensure access.
2. La Roche University admits qualified students who are able to engage in university-level studies and meet admission criteria. Once matriculated, students who have a disability must meet at least the minimum academic and conduct standards expected of all La Roche University students.
3. La Roche University provides services to students with documented disabilities which affords students equal access to academic programs and participation in the university-life experience.

6.0 DEFINITIONS:

Disability: A diagnosed physical or mental impairment that substantially limits one or more major life activities. Individuals with a history of impairment or regarded as impaired are also protected from discrimination on the basis of that disability.

Qualified student with a disability: A student with a disability who meets the academic and technical standards requisite for admission or participation in the institution's educational program or activity.

Reasonable accommodation: In the context of postsecondary education, an appropriate academic adjustment, provision of auxiliary aid, or service that assures programs and activities are accessible to students with disabilities. Reasonable accommodations do not pose a direct threat to the health and safety of others, fundamentally alter an essential element of the curriculum or pose an undue financial burden on the institution.

7.0 AUTHORITY: Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as Amended. The authority to enforce this policy is with the Vice President of Academic Affairs/Academic Dean who may designate this authority to the Associate Vice President of Academic Affairs and/or the Coordinator of Accessibility and Compliance.

8.0 PROCEDURES:

8.1 Students with disabilities who wish to request reasonable accommodations should contact the

Coordinator of Accessibility and Compliance who serves as the principal coordinator for these services, as well as for University programs, policies and procedures relating to compliance.

Accommodations are determined on an individual, case-by-case basis in accordance to the federal disability laws.

8.2 The decision to disclose a disability is completely voluntary. However, students requesting accommodations must meet with the Coordinator of Accessibility and Compliance and engage in the interactive process to determine any reasonable accommodations.

8.3 Students are not required to disclose a disability during the admissions process, and are never asked about their disability status. Accepted students receive a Voluntary Disclosure of Disability form that can be used to notify the Coordinator of Accessibility and Compliance of a disability or medical condition. If completed, all information remains confidential and is only be used to help the Office of Accessibility Services to engage the student in an interactive dialog to determine any reasonable accommodations.

8.4 Students seeking accommodations on the basis of a diagnosed disability or medical condition should be prepared to share information that verifies their status as a person with a disability, clarifies the current level of functioning and the impact of the stated condition. This information can be submitted on the Verification Form for Accessibility Services. In lieu of the Verification Form for Accessibility Services, a comprehensive evaluation or statement on physician or treatment professional's letterhead that confirms the disability, current level of functioning and impact on education may also be acceptable.

8.5 If a student is seeking accommodations for a short-term disability, condition, or illness, it may be necessary to include the approximate date of onset and expected duration of the condition in the documentation. It is the student's responsibility to maintain communication with the Coordinator of Accessibility and Compliance and submit updated information and documentation to the Office of Accessibility Services in order to continue receiving services.

8.6 In order to engage in the interactive process to determine any reasonable accommodations, students must participate in an interview/intake meeting with the Coordinator of Accessibility and Compliance. This enables the Coordinator of Accessibility and Compliance to better understand the student's strengths, needs, and helps the student gain awareness of his or her academic and learning needs. It is the goal of the Office of Accessibility Services to support students not only through the provision of reasonable accommodations, but through fostering the development of self-advocacy skills for students and nurturing a deeper understanding of themselves as active lifelong learners.

8.7 Once all supporting documentation is received and the intake/interview is completed, the Coordinator of Accessibility and Compliance will consider the information provided and create an Accommodation Letter. This letter will include what reasonable accommodations the student is eligible to receive. This letter is individualized based on information gathered from supporting documentation and the student intake meeting and will only be distributed if the student provides consent.

8.8 Accommodation Letters are emailed to the student and student's current instructors. Students seeking an Accommodation Letter for subsequent semesters must meet with the Coordinator of Accessibility and Compliance at least once every semester to discuss current accommodations and services to determine any necessary adjustments.

8.9 Students with disabilities or medical conditions may request accommodations in the residence

halls by submitting a Housing Accommodations Request Packet, which includes documentation of a substantially limiting condition from a physician or other appropriate treating professional.

8.10 In order for a student to secure housing accommodations, the following forms must be completed:

Part I: Housing Accommodations Application (to be completed by student)

Part II: Permission for Release of Information (to be completed by student or parent of minor)

Part III: Documentation of Disability-Related Need for Housing Accommodations (to be completed by student and treating professional). Forms are available in the Office of Accessibility Services.

In addition to the form referenced above in Part III, the treating professional must include a statement ON LETTERHEAD that confirms the date of the student's most recent office visit, his/her professional credentials, and his/her signature and date.

8.11 A student's application for housing accommodations will be reviewed by a committee of University staff that includes representatives from Housing & Residence Life, Counseling Services, and Accessibility Services. Students must re-apply for housing accommodations every year.

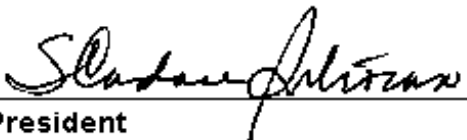
8.12 For timely consideration, new students should submit their application for Housing Accommodations by July 1 for Fall admission, and November 1 for Spring semester admits.

Continuing students must submit their application during the designated time period in the Spring semester (typically two weeks prior to Room Selection process) for consideration for the next academic year. If the request for accommodations is submitted after the established deadline, the University cannot guarantee that it will be able to meet the individual's accommodation need during the first semester of occupancy.

8.13 La Roche University considers and addresses all other accommodation matters such as, but not limited to, campus accessibility, food service, security, and parking via a representative, campus-wide Accessibility Committee. This committee meets at least once a semester and at other times on an as needed basis.

8.14 All inquiries and requests for services may be directed to the Coordinator of Accessibility and Compliance.

9.0 CONTINUOUS RENEWAL: This policy shall be assessed in two years from its effective date to determine its effectiveness and appropriateness. This policy may be assessed before that time to reflect substantive change.


President

Effective Date: 11/27/2019

10.0 RELATED POLICIES: La Roche University Grievance Procedures for Students with Disabilities, Non-Discrimination / Harassment Policy

