Published on *DSU* (http://desu.edu)

Office of Student Accessibility Services

Introduction

It is the policy of Delaware State University to provide accessible programs, services, activities, and reasonable accommodations for any student with a documented disability as defined by Section 504 of the Rehabilitation Act of 1973 and by the Americans with Disabilities Act of 1990. The Office of Student Accessibility Services (OSAS) staff work to ensure that students with disabilities have an equal opportunity to pursue an education.

University faculty and staff make a conscious effort not to discriminate in the recruitment, admission, or treatment of students with disabilities. Therefore, students are not enrolled in separate programs or courses, but are mainstreamed into the existing college structure. Classrooms and selected residence halls are accessible to mobility impaired students. Services are provided to help students make the best possible use of the University?s comprehensive academic resources.

OSAS is part of the Division of Academic Enrichment and is committed to helping each student pursue a chosen field of study to the full measure of his or her ability. Students with disabilities are encouraged to become active participants in the University community and to develop a sense of independence that will help them gain the leading edge when entering the job market.

Admissions

Students with disabilities are admitted through the same application process as students without disabilities. There are no separate admissions standards or procedures. Admissions counselors are available to answer any questions and offer recommendations.

Documentation

Students with disabilities **must** submit recent, appropriate documentation to the Student Accessibility Services Coordinator before requesting accommodations. Documentation **with supporting recommendations** from a physician, clinical psychologist, Individualized Educational Plan (I.E.P.), and/or 504 Plan is required. However, students without documentation who suspect they may have a learning disability may request a screening from the Coordinator where a referral may be required.

Student Advocacy

The Student Accessibility Services Coordinator serves as a campus resource and an

advocate for students with disabilities. It is necessary for the student to schedule an appointment with the Coordinator at the beginning of each semester to design a support service program that fits each particular class and the individual?s needs.

General Procedures

- Student requests services and submits recent documentation of disability.
- Coordinator reviews documentation and recommendations to determine reasonable accommodations.
- Student makes an initial appointment with Coordinator to become familiar with process then fills out Self-Identification form.
- Student schedules another appointment with the Coordinator within the first few weeks of classes to discuss documentation and appropriate accommodations for each class, *after* student collects syllabi from classes
    - Reasonable accommodations forms are completed for each class and given to student.
    - Student takes forms and discusses his or her particular needs with each instructor.
    - A Plan of Action is developed and put in writing with each instructor. Instructors may follow-up with questions to the Coordinator.
- Student maintains contact with the Coordinator and remains actively involved in the accommodation process throughout the semester.
- **The student staying involved in the accommodation process with the Coordinator and the Faculty is critical for academic success.**
- Please see the OSAS Handbook or contact the Office of Student Accessibility Services [1] for more information on documentation, accommodations and procedures.

Accommodations Checklist for Students [2]

Accommodations

The ADA does not require colleges or universities to lower academic standards or fundamentally alter the nature of the programs provided. Students with documented disabilities must meet all requirements for graduation. A reasonable accommodation is a modification or adjustment to a course, program, service, activity, or facility that enables qualified students with disabilities to have equal opportunities to attain the same levels of performance or enjoy equal benefits and privileges as are available to similarly situated students without disabilities. **Reasonable accommodations and services may include, but are not limited to:**

- Academic support which focuses upon development of learning strategies
- Reading, writing, and note taking services
- Time management and organizational skills training
- Use of specialized equipment
- Arrangements for testing accommodations
- Tutorial services
- Interpreters for the deaf
- Referrals to community agencies (Social Services, Vocational Rehabilitation, etc.)
- In coordination with key University departments provisions will be made for students with disabilities to gain access to buildings if physical barriers exist in order for them to

participate equally in the programs/services.

Source URL: http://desu.edu/academics/office-student-accessibility-services

Links:
[1] http://www.desu.edu/academics/office-student-accessibility-services
[2] http://www.desu.edu/sites/default/files/u73/Accommodations%20Checklist%20for%20Students.pdf