

Accommodating Students with Disabilities

1. Policy

a. DAU will attempt to provide reasonable accommodations, change a procedure or the physical environment, when necessitated by a legitimate medical or mental disability. DAU (Student Services) may ask for documentation from medical or health care professional, competent in the appropriate field, e.g. a chiropractor can't diagnose a learning disability, to establish legitimacy of the disability.

b. DAU will also seek to provide necessary assistance to students with other special needs whose condition does not rise to a disability. (Examples: sprained or broken limb, pregnancy, breastfeeding.) *DAU is best able to do this when the student submits an accommodation or special needs request via the automated registration system while registering for a course.*

c. If no request is identified during the registration process or in sufficient time to respond, then DAU may not be able to provide appropriate assistance. If the student is waitlisted for the course and moves into an enrolled status within 14 days of the start date, or is a walk-in, DAU will make every effort to ensure that any necessary accommodations will be provided; however, given the short lead time, such accommodations cannot be guaranteed in every case.

2. Responsibilities

a. DAU is not responsible for reasonable accommodations necessary to facilitate student travel, or to assist a student with continuous personal hygiene needs while attending a DAU course. Accommodations of that sort are the responsibility of the employing agency.

b. Classroom-based courses (DAU Facilities)

(1) Physical Disabilities. The student services representative of the respective hosting campus is responsible for arranging all DAU classroom-based course accommodations necessary to address a physical disability. If contracted services are required, the DAU Center for Scheduling and Student Support will support the campuses by arranging for coordination of reasonable accommodations/services.

(2) Learning Disabilities. The campus Associate Dean for Academics will work with the instructor to consider and make appropriate accommodations for those students who have a documented learning disability. In cases where a student has a documented learning disability but the documentation does not describe the character of accommodations that may be necessary, DAU may require the student to provide additional documentation or other verification to the Regional Student Services representative or the Center for Scheduling and Student Support (CSSS) that a particular accommodation is necessary. The student's supervisor can confirm the accommodation.

b. Distance Learning courses. The student is responsible for advising the DAU Help Desk should the student have an impairment that impedes access to the courseware online.

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c. Component/Agency Hosted (On-Site). The CSSS or the Regional Student Services representative will notify the hosting agency of students requiring special accommodations. The hosting agency is responsible for working with DAU CSSS to coordinate the arrangement of appropriate accommodations. If required, DAU (Performance and Resource Management) will provide necessary funding.

d. Students with non-disabling special needs. Students with non-disabling special needs should disclose that to DAU during the registration process. If a special need arises subsequent to registration, students should contact DAU at the earliest opportunity to request assistance. While DAU will attempt to satisfy special needs requests in all appropriate circumstances, it is best able to do so when it has sufficient lead time to work out suitable solutions.