

<b>Title</b> :	<b>Accommodations for Students and Prospective Students with Disabilities</b>	
<b>Number</b> :		<b>5010.02</b>
<b>Approved</b> :		<b>10/19/23</b>
<b>Reference</b> :	<b>Americans With Disabilities Act of 1990 (ADA), 42 USC 12101; The Rehabilitation Act of 1973, 29 USC 701-796</b>	

Eastern Arizona College (EAC or the College) will provide admitted students with disabilities and individuals who have applied to be students (applicants) with disabilities, who meet eligibility requirements, appropriate accommodations to participate in the educational experiences offered by the College.

Students should contact the College’s Section 504/ADA Coordinator, Candace Lines, who is located in the Counseling Department, Office of Disability Resource Services, Student Services Building, 615 N. Stadium Avenue, Room 145, Thatcher, Arizona 85552, or by calling (928) 428-8335, or by email at [candace.lines@eac.edu](mailto:candace.lines@eac.edu) to determine eligibility for accommodation. For more information related to the College’s Disability Resource Services (DRS), visit EAC’s website at: [https://www.eac.edu/Student\\_Services/Counseling/Disability.shtm](https://www.eac.edu/Student_Services/Counseling/Disability.shtm).

**General Guidelines**

Eligible students and applicants will be offered accommodations to participate in the educational experiences offered by the College.

Accommodations shall not be construed as a guarantee of student success. Rather, accommodations provide the opportunity to participate.

Accommodations are in no way intended to devalue the end educational product.

Accommodations will be provided under the Americans with Disabilities Act, Title II, Postsecondary Education and the Vocational Rehabilitation Act of 1973, Subpart E, Postsecondary Education as stated below:

**Americans with Disabilities Act (ADA), Title II, Postsecondary Education**

Individuals with Disabilities Must Be Qualified: Title II of the ADA protects individuals with disabilities from being denied the opportunity of participating in postsecondary educational activities. However, it does not require universities or colleges to accept or accommodate everyone who has disabilities. Under the ADA, college applicants with disabilities must first:

- A. Satisfy the standards required by the university or college for all students.
- B. Be able to perform the “essential course activities” with or without “accommodations”

Essential course activities are tasks that are fundamental and necessary to complete the course: e.g., completing daily reading assignments or anything the instructor believes to be an essential course activity. The *Americans with Disabilities Handbook* defines an accommodation as “any change in the work environment or instructional setting or in the way things are customarily done that enables an individual with a disability to enjoy equal opportunities.”

The law stipulates that universities and colleges are not required to provide an accommodation that will impose an “undue hardship” on the operation of the class, where “undue hardship” means significant difficulty or expense in, or resulting from, the provision of the accommodation. The following are used to help make this determination: size of the program/class, financial resources, cost of accommodation, alteration or change in the course requirements, and disruption of other students.

**Section 504 of the Rehabilitation Act**

Under Section 504, a student with a disability is entitled to appropriate academic adjustments and auxiliary aids and services that are necessary to afford an individual with a disability an equal opportunity to participate in the College’s programs. The College is not required to make adjustments or provide aids or services that would result in a fundamental alteration of a College program or that would impose an undue burden.



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Academic Adjustments and Accommodations for Students with Learning, Developmental or Psychological Disorders

Students and applicants with learning, developmental or psychological disorders must:

- A. Have been admitted or have applied to EAC, and
- B. Provide EAC with psychoeducational, psychological, psychiatric, or other appropriate diagnostic evaluation(s), as requested, to document the nature and extent of the disability. For students and applicants with learning or developmental disorders, a psychological evaluation is preferred; however, the most recent Individualized Education Plan (IEP) can be used. For psychological disorders, documentation must include a psychological evaluation or documentation from the appropriate medical doctor. This documentation must be from a diagnostician with the appropriate credentials. The documentation should be on file before the student or applicant receives accommodations.

Academic Adjustments and Accommodations for Students and Applicants with Other Disabilities

In order to provide appropriate services to students with physical, hearing, and/or vision disabilities, including barrier free access and academic accommodations, each student with a disability must:

- A. Have been admitted or have applied to EAC, and
- B. Provide EAC with an evaluation or medical information or in the case of hearing and/or vision disabilities, an audiological or vision evaluation certifying the disability, and
- C. Include evidence that the evaluator has the professional credentials and or specialized training which qualifies her/him to offer a diagnostic determination.
- D. For students or applicants requesting a sign language interpreter, the request should be forwarded to the College’s Section 504/ADA Coordinator within 3 months of the student’s planned enrollment.

Procedure to Establish an Accommodation Plan

The Section 504/ADA Coordinator is responsible for evaluating documentation provided by students and applicants seeking accommodation.

Students and applicants seeking accommodation should contact the Section 504/ADA Coordinator in EAC’s Thatcher Campus Counseling Department to make an appointment and request accommodation.

Accommodation Plan Components

- A. After documentation has been reviewed by the Section 504/ADA Coordinator, the student or applicant and the Section 504/ADA Coordinator together can decide what accommodations are needed. An accommodation letter stating which accommodations the student or applicant is eligible for will be written. After the student signs the accommodation plan, DRS staff will send the accommodation plan by email to the student, all instructors for the specific semester, as well as other applicable parties. At this time, the accommodation becomes effective. Accommodations must be requested each semester.
- B. It is the student’s or applicant’s responsibility to ensure instructors and other applicable parties receive a copy of the accommodation plan.



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Responsibility for Accommodation

- A. An accommodation plan that can be provided within the context of regular classroom activity will become the faculty member’s responsibility.
- B. An accommodation plan requiring activity outside the context of regular classroom activity will be arranged cooperatively between effected staff, or an outside entity, and the Section 504/ADA Coordinator.
- C. An accommodation plan proposing the substitution of a course for one that is part of the student's required curriculum, will require the Section 504/ADA Coordinator and the student or applicant requesting the course substitution to submit a General Petition and verification of the student’s or applicant’s need for the substitution. An accommodation plan proposing any deviation from the prescribed curriculum requirements of the College will require prior approval of the Admission and Academic Standards Appeals Committee.
- D. An accommodation plan proposing the expenditure of College funds will require the prior approval of the Vice-President of Administration.

Implementation of Approved Accommodation Plan

- A. The Section 504/ADA Coordinator shall transmit copies of the approved accommodation plan to the student, to faculty and other college personnel responsible for implementation of the plan.
- B. All College personnel shall follow approved accommodation plans as outlined.

