



## **FAST FACTS FOR FACULTY**

Center for Academic Success and Achievement  
Disability/Access Services

### **Faculty Guidelines**

#### **Legal Compliance**

##### ***Section 504, Rehabilitation Act of 1973***

“No otherwise qualified individuals with a handicap ... shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination by any program or activity receiving Federal financial assistance.”

##### ***Americans with Disabilities Act (1990)***

Title II: Public Service

“...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity or be subject to discrimination by any such entity.”

##### ***Massachusetts General Laws, Chapter 272, Section 98***

“Whoever makes any distinction, discrimination or restriction on account of ... any physical or mental disability ... relative to the admission of any person to, or his treatment in any place of public accommodation ... Shall be punished...”

“All persons shall have the right to full and equal accommodations, advantages, facilities and privileges of any place of public accommodations...”

#### **Process for Accessing Academic Accommodations**

- Students must self-identify and provide appropriate documentation to Disability/Access Services in the Center for Academic Success and Achievement (CASA).
- Documentation will be reviewed and eligibility for reasonable and appropriate accommodations will be determined on an individual basis.
- The documentation will be retained in a confidential Registry of Students with Disabilities at CASA.
- Disability/Access Services will provide students with *Documentation Confirmation* letters for faculty to confirm appropriate accommodations.
- Students who do not provide faculty with *Documentation Confirmation* should be referred to Disability/Access Services.
- The Director of Academic Success will work closely with Faculty in an advisory capacity to develop reasonable accommodations for students.

#### **Confidentiality**

Disability documentation is confidential between the student and Disability/Access Services. Documentation is

not shared with faculty unless the student chooses to reveal it. Any explicit or implicit inference by the faculty to a particular student and the disability is inappropriate.

## General Accommodations and Services

- Extended testing time (1.5 x)
- Distraction-reduced environment
- Notetaking assistance
- Assistive technology
- Interpreter
- Permission to record lectures
- Alternative format textbooks

## Statements for Course Syllabus

Faculty should include statements about academic accommodation in their course syllabus. Following are three recommended options:

1. "Any student eligible for and requesting academic accommodation due to a disability is requested to provide *Documentation Confirmation* from Disability/Access Services within the first two weeks of the beginning of class. Disability/Access Services is located in the Center for Academic Success and Achievement (CASA). Please call (508) 626-4906 if you have questions or if you need to schedule an appointment."
2. "If you have a specific disability that qualifies you for academic accommodations, please provide *Documentation Confirmation* from the Disability/Access Services within the first two weeks of the semester. Disability/Access Services is located in the Center for Academic Success and Achievement (CASA). Please call (508) 626-4906 if you have questions or if you need to schedule an appointment."
3. "Students with disabilities who request accommodations are to provide *Documentation Confirmation* from the Disability/Access Services within the first two weeks of class. Disability/Access Services is located in the Center for Academic Success and Achievement (CASA). Please call (508) 626-4906 if you have questions or if you need to schedule an appointment."

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