



## **RIGHTS AND RESPONSIBILITIES**

Center for Academic Success and Achievement  
Disability/Access Services

### **Student Rights**

Students have the right to:

- not be denied access due to disability.
- receive reasonable accommodations which provide equal opportunities, including access to auxiliary aids/assistive technology.
- receive assistance from Disability/Access Services in removing any academic, physical or attitudinal barriers.
- not be discriminated against due to a disability or receive any retaliatory discrimination.
- confidentiality of all documentation related to his or her disability.

### **Student Responsibilities**

Students have the responsibility to:

- self-identify to Disability/Access Services.
- provide documentation – with current functional limitations and recommendations for academic support – by a qualified practitioner.
- present a *Documentation Confirmation Letter* to instructors within the first two weeks of the semester.
- provide as much notice as possible for classroom accommodation requests including but not limited to adaptive technology, physically accessible classrooms, interpreters, assistance with notetaking, or texts in alternative format.
- assume responsibility for testing procedures and notifying faculty and Disability/Access Services accordingly, including providing one-week notice to the instructor and Disability/Access Services when they will be testing at CASA.
- self-advocate and seek help regarding their academics, including meeting with faculty and advisors and utilizing resources such as tutors in CASA.
- meet the University's graduation requirements.

### **Faculty/Course Instructor Rights**

Faculty and Course Instructors have the right to:

- determine course content and general methods of teaching.
- make informed decisions about how to adapt teaching and assessment for all students.
- ensure that the standards in their courses are not lowered or compromised.
- use CASA as a testing center for extended time exams.
- request a written agreement before allowing the student to record a class.
- challenge an accommodation if the accommodation would result in a fundamental alteration of the program or if the accommodation would result in undue financial or administrative burden.
- expect students to adhere to the University's code of conduct regardless of disability or impairment.

## **Faculty/Course Instructor Responsibilities**

Faculty and Course Instructors have the Responsibility to:

- acknowledge that students who present *Documentation Confirmation Letters* have provided adequate and appropriate documentation to Disability/Access Services.
- respect student confidentiality with regard to specifics of a student's disability.
- assume shared responsibility in providing reasonable accommodations for students with disabilities.
- refer students who disclose a disability to Disability/Access Services, if the student has not already been registered with the office.
- refuse academic accommodations unless in receipt of a *Documentation Confirmation Letter* from Disability/Access Services.
- include a "Reasonable Accommodation" statement on the course syllabus.

## **University Rights**

Framingham State University has the right to:

- establish fundamental program and course standards and to evaluate each student's performance against these standards.
- request and receive documentation that supports academic accommodations related to a disability.
- deny a request for academic accommodations if documentation is not provided or if documentation fails to demonstrate that accommodations are needed.
- select among equally effective modifications to meet a student's academic needs.
- refuse an unreasonable modification or one that poses undue administrative or financial hardship on the college.

## **University Responsibilities**

Framingham State University has the responsibility to:

- prohibit discrimination against qualified individuals with disabilities.
- reduce or eliminate physical, academic and attitudinal barriers.
- provide reasonable accommodations.
- maintain the strictest of student confidentiality.
- assist students in self-advocacy.
- guide students to resources that might assist them.
- communicate with students in a way that maintains dignity and respect.
- serve as a liaison between faculty and students with disabilities.