



Accommodations for Students with Disabilities

The Americans with Disabilities Act of 1990 was passed by Congress in order to ensure certain freedoms to residents of the United States who are living with an impairment of a major life function. The principles of the Americans with Disabilities Act ensure that barriers to success and opportunity will no longer stand in the way of those with disabilities. An individual with a disability is defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment and which necessitate modifications to the facilities, programs, or services of the College.

ATA College is committed to making reasonable accommodations for qualifying students in accordance with the law and to creating full accessibility to campus facilities. ATA College cannot, however, make accommodations that are unduly burdensome or that fundamentally alter the nature of the College's programs. In every case of documented disability, the College will make a good faith effort to determine an effective approach to providing academic accommodation.

Impairments including developmental disabilities, also known as intellectual disabilities, need to be disclosed by the student to the Office of Student Services with documentation from the health care provider outlining recommended accommodations prior to receiving any accommodation. Medical documentation of the disability must be presented in writing at that time. It is the responsibility of the student to inform the institution of any documented disabilities which might in any way affect the student's academic progress. The College will make reasonable accommodation to meet the needs of any student with a documented disability.

Student Accommodation Request Procedures

ATA College recognizes and supports the standards set forth in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Amendment Act (ADA) of 2009. Students wishing to request accommodation(s) under the ADA must file a *Request for Accommodation* form with the Office of Student Services of ATA College. Students are advised to make their requests in advance to allow staff sufficient time to coordinate any services deemed appropriate.

In addition to filing a *Request for Accommodation* form, students must provide documentation from a licensed or properly credentialed professional who is qualified to diagnose the type of disability the student has. This documentation must indicate how the disability limits the student's participation in courses, programs, activities, or facilities. Medical documentation will be maintained in the Student Services office and kept confidential.

Once the Request for Accommodation has been received along with the appropriate documentation, Student Services personnel will make the determination regarding eligibility for accommodations under the ADA. The Director of Education and the student will discuss what assistance is needed and, if requested, staff will provide information to relevant faculty members or the academic department verifying the disability and the accommodation required.

It is the responsibility of the Director of Education to determine reasonable accommodations in each case, taking into account the technical requirements of the student's program, the course content, the student's disability, and the documentation from an appropriately credentialed professional.

ATA College will make a good faith effort to reasonably modify policies, practices, and procedures to ensure they do not discriminate against individuals with disabilities. ATA is *not required* under the law to provide modifications that would fundamentally alter the nature of a service, program, or activity. Students are expected to meet with their instructors to discuss needed assistance in their course work. Students are also responsible for notifying Student Services staff if reasonable accommodations that have been requested and approved are not implemented in an effective and timely manner.

Grievance Procedures

Faculty, staff, and students who believe the College has not met its obligation under the ADA should consult with the College President or Campus Director.