

SERVICES FOR STUDENTS WITH DISABILITIES

In compliance with [Section 504 of the Rehabilitation Act of 1973](#), the University shall not discriminate against students with disabilities in federally assisted programs or activities. Provision of auxiliary aids and other academic adjustments shall be based on a case-by-case analysis of an individual student's need. Provision of services that would impose undue hardship on the University may be denied. The utilization of auxiliary aids and other academic adjustments should be made in accordance with existing academic requirements.

The provision of auxiliary aids is the primary responsibility of the Illinois Department of Rehabilitation Services (DORS). Where DORS denies auxiliary aids, the University's provision of them shall be based on a case-by-case analysis. Auxiliary aids, academic adjustments, or other special services determined to be necessary will be provided at no cost to the student.

If the student requests the University to modify its academic procedural requirements or necessitates special testing and/or course evaluation methods, the student must provide the University with a diagnosis by qualified personnel. If the student has had an Individualized Educational Plan or similar supportive material, a copy of the most recent program must be submitted.

Procedures for Requesting Services

The following information is provided to explain the procedure to be used in requesting auxiliary aids and other academic adjustments.

1. Inquiries about resources to meet special needs are to be directed to the Coordinator of Services for Students with Disabilities through whom the appropriate academic and service areas will be notified.
2. In order to have a request for auxiliary aids or other academic adjustments considered, the student must fulfill all of the following requirements:
 - a. The student must provide proof of the disabling condition. If the student has had an Individualized Educational Plan or similar supportive material, a copy of the most recent program must be submitted.
3. To initiate a request for auxiliary aids or other academic adjustments, the student must have completed the steps listed in Item 2 above at least six weeks prior to the anticipated need for services. Such notice is required in order to give the various academic and service areas a reasonable period of time in which to evaluate the request, identify resources, and to ascertain whether the requirements of Item 2 have been fulfilled.
4. A student who believes he/she has been discriminated against on the basis of a handicap can seek resolution through the University's Discrimination Complaint Procedures. Information and consultation concerning these procedures are available through the Office of Civil Rights, Affirmative Action and Diversity.

Approved:
President
June 2, 1989

Nomenclature Changes
July 16, 1997

Monitor: President

SUPERSEDED