

Reasonable Accommodations/Academic Adjustments for Students and Applicants with Disabilities

The College has recognized its legal obligation to make reasonable academic adjustments or accommodations designed to provide overall educational program accessibility and equal educational opportunity for qualified students with disabilities as defined by applicable law.

The College seeks to accommodate qualified students with disabilities on an individual basis. Individuals are provided reasonable and necessary academic adjustments and/or accommodations based upon specific information and assessment data documented by a qualified professional.

SCOPE

This policy applies to students and student applicants with disabilities.

DEFINITIONS

Disability—A “disability” is defined as: 1) a “physical or mental impairment” that “substantially limits” one or more of the “major life activities” of an individual; 2) a record of such impairment; or 3) the perception that one has such impairment.

ADMINISTRATIVE RULES

Nondiscrimination

Employment, admissions and educational decisions are based on merit, qualifications, and competence. It is the intent of the College to provide equal opportunities for minorities, women, and disabled individuals. The College’s employment practices include all aspects of hiring, promotion, assignment, discharge and other terms and conditions of employment. The College’s admissions and educational practices include all aspects of admissions, orientation, student employment, housing, academic and student programs, discipline and other terms and conditions of enrollment.

Requesting Academic Adjustments/Accommodations

The College makes reasonable academic adjustments for qualified individuals with disabilities, as required by law. Any qualified applicant or student with a disability may request a reasonable academic adjustment in order to perform the academic and technical standards requisite to admissions and/or participation in the College’s educational program and activities. Such requests may be made to any of the Disabilities Services Coordinators below:

DAVENPORT, IA CAMPUS

A. Margrave, D.C.
Senior Director of Student Academic Support
Student Academic Support
1000 Brady Street
Davenport, IA 52803
(563) 884-5257
ann.margrave@palmer.edu

SAN JOSE, CALIF. CAMPUS

Duane Rohrbacher, Ph.D., J.D.
Director of Student Services
Office of Student Services
90 E. Tasman Drive
San Jose, CA 95134
(408) 944-6122
duane.rohrbacher@palmer.edu

PORT ORANGE, FL. CAMPUS

Victor Hidalgo
Disability Services Coordinator
Student Administrative Services
4777 City Center Parkway
Port Orange, FL 32129
(386) 763-2780
victor.hidalgo@palmer.edu

Admissions Process

In the admissions process, the College does not discriminate on the basis of a disability. Any information concerning the applicant's disability provided during the admissions process shall be on a voluntary or optional basis and shall be kept in accordance with state and federal laws relating to confidentiality. No limitations will be placed on the number or proportion of persons with disabilities who may be admitted or enrolled.

Post-Admission Voluntary Self-Identification

After admission of an applicant, the College invites and encourages voluntary self-identification by students with disabilities.

College Sponsored Programs and Activities

Students with disabilities shall have the opportunity to participate in College-sponsored programs and activities if they qualify.

Evaluation of Student Academic Achievement

To the extent necessary to accommodate a student with a particular disability, and to the extent deemed reasonable and consistent with the academic program, course examinations and other procedures for evaluating students' academic achievement will be adapted and administered so as to minimize the functional limitations of the disability and accurately measure the student's achievement in the course.

Resources

The College shall identify resources for personal counseling, academic counseling, or career information services without discrimination on the basis of disability. In particular, qualified students with disabilities will not be counseled toward more restrictive career objectives than are other students with similar interests and abilities. This includes providing factual information about licensing and requirements which all students should become aware of in their pursuit of particular careers.

Financial Planning

In providing financial assistance to qualified students, the College may not provide less assistance, limit eligibility for assistance, or otherwise discriminate on the basis of disability.

Physical Location of Programs

The location of programs within the physical plant will provide equal access to mobility and/or visually impaired students to the extent reasonably possible. The College will strive to incorporate principles of barrier-free design in the renovation of existing buildings or facilities.

AMENDMENT OF POLICY

The College reserves the right to amend this policy from time to time as the interests of the College may require.

STANDARD INSTITUTIONAL POLICY PROVISIONS

Institutional Policies are supplemented by provisions that are applicable to all institutional policies. It is the responsibility of all employees and students to know and comply with these standards.

- > [Standard Provisions Applicable to All Institutional Policies](#)

Additional Information

ASSOCIATED POLICIES, PROCESSES AND/OR PROCEDURES

This policy may be supplemented by division or department-specific policies, processes, and/or procedures that describe policy implementation practices. Such supplemental procedures may be obtained from, referenced in, and/or linked from, the relevant division or department. It is the responsibility of all employees and students to know and comply with any applicable processes and/or procedures.

POLICIES

- > N/A

PROCESSES/PROCEDURES

- > [Handbook for Students and Applicants with Disabilities](#)

FORMS/INSTRUCTIONS

- > [Student Accommodation Intake/Request Form](#)
- > [Temporary Modification Request Form](#)

CONTACTS

- > [Student Disability Support Services](#)
- > [Student Academic Support Centers](#)

RELATED INFORMATION

- > [Academic Support Services](#)

HISTORY

Last Revised: March 14, 2016

Adopted: N/A

Last Administrative Review: November 4, 2009

Issuing Office:..... Office of Institutional Compliance
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