Policy Statement

The College of Charleston actively seeks to accommodate currently enrolled students with certified disabilities.

Policy Manager and Responsible Department or Office

Disability Services

Purpose/Reason for the Policy

The College of Charleston and the Graduate School of the College of Charleston actively and affirmatively seek to accommodate any currently enrolled student with a certified disability. It is the responsibility of the student to:

1. Meet the admission requirements and maintain the academic standards of the College and Graduate School;
2. Provide adequate evidence of the disability based on established criteria. (Guidelines for these criteria may be obtained from SNAP [Students Needing Access Parity] Services.);

3. Apply and be approved for SNAP services;

4. Request an accommodation a reasonable time in advance of situations for which it is necessary;

5. Properly appeal an accommodation if he or she believes the accommodation is not adequate. It is the responsibility of the instructor to;

   1. Provide and administer appropriate accommodations
   2. justify the proposed accommodation (or the denial of an accommodation) if appealed by the student;

6. Suggest alternative or negotiate accommodations with the student and/or SNAP coordinator if the recommended accommodations are unacceptable. It is the responsibility of the College and Graduate School to:

   1. Provide information to the faculty about types of learning disabilities and the availability of services;
   2. Review documentation provided as evidence of disability;
   3. Provide suggestions for accommodations;
   4. educate faculty and students about learning disabilities
through teaching seminars and newsletters;
5. “Arbitrate appeals.”

Departments/Offices Affected by the Policy

Procedures Related to the Policy

Related Policies, Documents or Forms
POLICY APPROVAL
(For use by the Office of the Board of Trustees or the Office of the President)

Policy Number: 7.4.5

President or Chairman, Board of Trustees  Date: 1/21/16