



## BOISE STATE UNIVERSITY

University Policy 2080

# Equal Access for Students with Disabilities

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### **Effective Date**

January 1994

### **Last Revision Date**

April 2017

### **Responsible Party**

Educational Access Center, (208) 426-1583

Office of Institutional Compliance and Ethics, (208) 426-1258

### **Scope and Audience**

This policy applies to all students with disabilities and all faculty and staff.

### **Additional Authority**

University Policy 12020 (Exclusion from Campus)

University Policy 2020 (Student Code of Conduct)

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## **1. Policy Purpose**

As a public institution that receives federal funding, Boise State University must comply with the Americans with Disabilities Amendments Act and Section 504 of the Rehabilitation Act of 1973. These laws require that the University be accessible to individuals with disabilities and, if necessary, provide reasonable and appropriate accommodations to ensure access.

## **2. Policy Statement**

Boise State University is committed to creating a diverse and inclusive campus environment by abiding by the letter and spirit of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act.

The University does not discriminate against persons with disabilities and strives to provide an exceptional academic experience for students with disabilities by providing reasonable and appropriate accommodations for equal and easy access.

### **3. Responsibilities and Procedures**

#### **3.1 Student Responsibilities**

- a. In order to receive reasonable and appropriate accommodations, students with disabilities must self-identify as an individual with a disability to the appropriate area(s) listed below:
  - (i) Students requesting disability related accommodations for academics and/or University housing, contact the Educational Access Center at (208) 426-1583.
  - (ii) Student employees requesting accommodations for a University job, contact Human Resources at (208) 426-1616.
  - (iii) Individuals requesting accommodations at an event held on campus should contact the event coordinator to request accommodations.
- b. Academic, housing, or employment accommodations may require documentation from a licensed physician, psychologist, counselor, or health care provider specifying the nature of the student's disability and potential functional limitations.
- c. Students requesting academic, housing, or employment related accommodations should request such accommodations and provide any necessary documentation in a timely manner as academic accommodations are not retroactive.
- d. Students requesting accommodations must meet with the appropriate University authority listed above to engage in an individual consultation to discuss functional limitations and reasonable and appropriate accommodations. Such accommodations are determined on a case-by-case basis. Requests for additional accommodations may require additional documentation and/or additional consultations.

#### **3.2 Faculty Responsibilities**

- a. Faculty will refer any students requesting accommodations due to a disability to the Educational Access Center.
- b. Faculty will provide the accommodations listed on the official Educational Access Center letter for students in their class.
- c. Faculty will address any and all concerns and/or questions about a student's particular academic accommodations with the Educational Access Center, not the student. Faculty may not make adjustments to accommodations without consulting with the Educational Access Center. For any questions about accommodations or this process, contact the Educational Access Center.
- d. Faculty are responsible for ensuring that the selection and/or development of their course tools and materials are fully accessible for people with disabilities. The Center for Teaching and Learning, the IDEA Shop, eCampus, and the Educational Access Center are available to assist faculty in meeting this standard. For additional information, see University Policy 1075, Nondiscrimination on the Basis of Disability.

### **3.3 University Responsibilities**

- a. If a student requires certain academic adjustments or auxiliary aids that are not readily available for implementation, the University will use any reasonable alternatives to minimize the impact of the delay. Reasonable alternatives will be calculated to ensure that the student is not deprived of the opportunity to meaningfully participate in the classes, activities or programs.
- b. For additional information about the University's policy on technology and accessibility, see University Policy 8140, Information Technology Accessibility.

### **3.4 Grievance Procedure**

- a. Students who feel their accommodations are not adequately meeting their academic needs should contact the Educational Access Center immediately to schedule an appointment with their educational coordinator to discuss their concerns.

- b. If the complaint is not resolved satisfactorily, or if your concern includes decisions made by their educational coordinator, students should contact the Educational Access Center to schedule an appointment with the Director.
- c. The Educational Access Center will attempt to informally resolve concerns within ten (10) business days. Resolution of complaints may include detailed discussions with the student, relevant faculty, department chairs, deans, directors, Educational Access Center staff and/or other University personnel.
- d. Students who feel the dispute has not been fairly resolved through the informal process or who believe they have been discriminated against based on their disability should contact the Office of Institutional Compliance and Ethics at (208) 426-1258 to file a formal complaint. For additional information, see University Policy 1060, Nondiscrimination and Anti-Harassment.
- e. Students may also file a complaint, at any time, with:

The Office for Civil Rights  
U.S. Department of Education  
915 Second Avenue, Room 3310  
Seattle, WA 98174-1099  
Telephone: (206) 607-1600  
Fax: (206) 607-1601  
[ocr.seattle@ed.gov](mailto:ocr.seattle@ed.gov)

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## Revision History

November 2001; April 2017