

# STUDENTS WITH DISABILITIES AND ACCESSIBILITY NEEDS

## Accessibility Resource Center (ARC) website (<https://www.guilford.edu/academics/accessibility-resource-center/>)

Guilford College's notice of non-discrimination (<https://www.guilford.edu/nondiscrimination/>) applies to any and all educational program or activities that Guilford College operates, and extends its protection to students and applicants with disabilities. Applicants will not be denied educational opportunities to an otherwise qualified applicant or student because of the need to make reasonable accommodation(s) or modification(s). This policy applies to admissions policies; educational programs; scholarships, loans, and other financial aid; athletic and other school-administered programs; services; and activities. This policy also applies to accommodation(s) that would enable an applicant or student with a disability to enjoy equal benefits and privileges of education as are enjoyed by other similarly situated applicants or students without disabilities.

This policy and procedure are exclusive of other education-related inquiries that the College, at its discretion, may make as permitted or required by local, state, or federal law and in conformance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990.

To receive accommodations at the college level, students must disclose and provide evidence of a condition that affects one or more major life functions. Evidence may include diagnoses such as learning and psychological/psychiatric disabilities, physical or orthopedic impairments, Autism Spectrum Disorder (ASD), speech, hearing, vision, chronic, and other health conditions.

## PROCESS FOR REQUESTING ADA ACCOMMODATIONS

Any student seeking accommodation(s) due to a documented disability must register with the ARC, submit evidence of disability and functional limitation, and complete an interactive interview process. Please note that the entire process may take up to six weeks, so please plan accordingly. Students who need housing or Emotional Support Animal (ESA) accommodations should contact the office for petition information. Service Dogs are welcome in all areas of campus without approval (ARC registration recommended).

**1. Fill out ARC Registration Agreement form:** this form is available on the ARC website. (<https://www.guilford.edu/academics/accessibility-resource-center/>) Students may also request a link or hard copy from the office.

**2. Provide documentation:** students can submit disability-related documentation to the Accessibility Resource Center (ARC) by mail, fax, or email. Documentation must meet the minimum requirements outlined by the office. These guidelines are available on the ARC website and by request.

Address: Guilford College, 5800 W. Friendly Ave., Greensboro, NC 27410.  
Fax number: 336-316-2946.  
Email: [accessibility@guilford.edu](mailto:accessibility@guilford.edu).

**3. Participate in intake interview:** this meeting will assess each student's needs to determine what adjustments are reasonable and appropriate. In addition, ARC staff provides referrals for other supportive services and tools.

**4. Faculty Notification:** Students will request accommodation letters from the ARC. Requests must be made in writing by email or online via the ARC website. The ARC will provide the student and their faculty with an electronic copy of their accommodation letter upon request.

Questions and inquiries can be sent to the Accessibility Resource Center (ARC):

**Phone number:** 336-316-2243

**Email:** [accessibility@guilford.edu](mailto:accessibility@guilford.edu)