

DISABILITY ACCOMMODATION POLICY

Guilford College is dedicated to providing equal access to all otherwise qualified individuals with disabilities. Support and Accommodations are coordinated by the Accessibility Resource Center (ARC) through the provision of reasonable and appropriate accommodations. This portion of the student handbook outlines the applicable definitions, policy and procedures.

Disability: A "disability" for an applicant or student is:

- A physical or mental impairment that substantially limits one or more major life activities.
- A record of such an impairment.
- Being regarded as having such an impairment.

Major Life Activities: Include, but are not limited to, caring for oneself, performing manual tasks, walking, singing, standing, lifting, reaching, seeing, hearing, speaking, breathing, learning, and working.

An Otherwise Qualified Individual with a Disability: An applicant or student with a disability who meets all the academic and technical standards, essential eligibility requirements, and other applicable criteria for educational opportunities, with reasonable accommodations if needed.

Key Points of Our Policy:

1. **Equal Access:** Qualified applicants and students with disabilities will receive reasonable accommodations as required by law. This applies to all aspects of college life, including application procedures, admissions, student assignments, course assignments, awarding of degrees, discipline, and dismissal.
2. **No Denial of Opportunities:** Educational opportunities will not be denied to qualified students because of the need for accommodations or modifications due to physical or mental impairments.
3. **Scope of Accommodations:** Accommodations ensure that students with disabilities can meet academic standards and participate fully in all college programs, activities, and services. This includes the application process and providing equal benefits and privileges.
4. **Legal Compliance:** Our procedures comply with the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Fair Housing Act.

Scope of Potential Reasonable Accommodations:

Reasonable accommodations are intended to remove barriers to access and do not negate the requirement to complete courses and programs successfully, adhere to behavioral standards, or follow the College's code of conduct.

Each accommodation request will be evaluated on a case-by-case basis, considering factors such as:

- The nature of the course, program, service, or activity.
- The student's specific abilities and limitations.
- The student's preferences and experiences.

The College is not required to provide accommodations that would:

- Substantially modify educational standards or technical requirements
- Fundamentally alter the nature of a program, activity, or service.
- Cause undue hardship to the College.
- Pose a direct threat to the health or safety of the applicant, student, or others.

Accommodation Request Procedures

Steps to Register with Our Office:

1. **Complete a Self-Disclosure Form:** Disclosing a disability is voluntary, and is required to access accommodations. This form starts the process and is available on our website or by contacting the ARC
2. **Provide Documentation:** Students must provide evidence of disability. See below for more information.
3. **Meet with Us:** This is an interactive process. Students play a crucial role in working with the ARC to develop accommodations that make the most sense for each case. NOTE: Students may meet with us before supplying information for guidance.

Submitting Documentation:

All disability-related documentation is confidential and will only be released with a student's written consent. Our goal is to understand the impact of each individual's disability and to remove barriers.

- **Purpose:** Documentation helps establish a disability, describe its impact, and determine necessary accommodations.
- **Requirements:** Documentation should be provided by a qualified professional and include a student's diagnosis, a description of diagnostic methods, current functional limitations (or symptoms), relevant treatments, and recommended accommodations.

Submission Methods:

- In Person: Drop off at Hege Library 217.
- Email: Send to accessibility@guilford.edu.
- Mail: Address to Accessibility Resource Center, 5800 W. Friendly Ave., Greensboro, NC 27410.

Important Notes:

- **Provisional Accommodations:**
 - The ARC provides support for students undergoing diagnostic testing
- **Temporary Disabilities:**
 - The ARC provides support and accommodations for temporary disabilities.
- **Animals on Campus:**
 - The College welcomes service dogs in all campus buildings
 - Pets (other than fish) are not allowed on campus. Emotional Support Animals are permitted in some cases by the Fair Housing Act and must be pre-approved by the ARC

Denial of Requests:

- The ARC may deny requests if the documentation does not support the need for a reasonable accommodation or is incomplete, outdated, or unclear.

Grievance Procedures

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- Complaints about this policy should follow the College's student grievance procedure available from the Office of Academic and Student Affairs.
- Reports of discrimination due to disability should be reported to the director of the Accessibility Resource Center: Kristie M Wyatt, Director of Accessibility Resource Center, wyattkm@guilford.edu 336-316-2879