

Disability Statement

Any student who feels s/he may need an accommodation based on the impact of a disability is encouraged to contact his/her professor privately to discuss specific needs. Please also contact the office of Disability Services for Students to coordinate reasonable accommodations. See www.ccri.edu/dss for the DSS Coordinator's contact information on your campus.

ACCOMMODATIONS:

Students with proper documented disabilities, who are registered with the Office of Disability Services for Students (DSS), may be eligible to receive *reasonable* accommodations. The purpose of the accommodations is to reduce/eliminate disadvantages resulting from a disabling condition; reasonable accommodations *do not* provide an advantage to the student using them. When documentation clearly supports a need for an accommodation, the coordinator may make modifications on a case-by-case basis. *Accommodations will not alter or waive an essential part of any course, program or degree.* All students are required to meet the technical standards set by the program of study.

***Receiving reasonable accommodations does not guarantee academic success. The effectiveness of such accommodations requires an independent effort from the student to accept certain ongoing responsibilities for planning, managing, monitoring and communicating throughout their academic career.**



Steps for Obtaining Accommodations:

Once accepted into CCRI, student's with documented disabilities looking to request reasonable accommodations must contact DSS...

1. **Make an appointment** with the coordinator at the campus you plan to attend.
2. **Bring copies** of all appropriate documentation; IEP's are not considered sufficient documentation.
3. Student ***must*** disclose his/her disability to the DSS coordinator at this time.
4. **Request an RFA** (Request for Accommodation) for each class that may require accommodations.
5. **Request specific accommodations** in a timely manner. (on average, 1 to 2 weeks advanced notice is required)
6. **Schedule a meeting with each instructor to discuss appropriate accommodations** and how they will be administered in each class.
7. **Contact the DSS coordinator** should the student and instructor not agree upon reasonable accommodations or need support with providing the accommodations.
8. **Students are responsible for scheduling all testing accommodations** at least one week prior to exam dates and for reminding instructors of the accommodations needed for exams.
9. **Students are required to meet with DSS Coordinators every semester that accommodations are required.**