



## University Policy Statement

### UPS 300.001

## SUPPORTING STUDENTS WITH DISABILITIES

Students, faculty and Disability Support Services (DSS) personnel have vital, collaborative roles to play in providing and ensuring a welcoming, inclusive and accessible environment. The following sections of this document will detail the mutually supportive roles of the Disability Support Services staff, students and faculty. The accommodation process itself is determined by federal and state laws as well as the executive orders of the Chancellor of the California State University system.

### **ROLE OF STUDENT**

A student with a disability is a person with a mental or physical impairment that results in a substantial limitation of one or more daily life activities. Students may have “invisible” disabilities (e.g., learning disabilities, ADHD, psychological conditions, autism spectrum disorder) or temporary conditions that require accommodations for a limited time (e.g., acute injury). Students are not required to disclose their actual condition to anyone other than the DSS counselor, who will ensure the confidentiality of such information.

It is the responsibility of students with disabilities to apply for services online at the DSS website ([http://www.fullerton.edu/dss/prospective\\_students/apply/index.php](http://www.fullerton.edu/dss/prospective_students/apply/index.php)) and provide documentation about their condition(s) and impairment(s). It is the student’s responsibility to have a personal interview with a DSS counselor, who determines and recommends accommodations and access with respect to the student’s courses and extra-curricular experiences on a case by case basis. CSUF promotes a hospitable and equitable learning environment for all students (UPS 300.00, Student Rights and Responsibilities).

### **ROLE OF DISABILITY SUPPORT SERVICES (DSS)**

The Office of Disability Support Services is the designated authority at CSUF to prescribe academic accommodations for students who register as needing such support. DSS is the agent of the university that facilitates academic adjustments/accommodations, provides auxiliary aids (interpreters, captionists, accessible instructional material) and consults broadly with faculty and others to ensure access and non-discriminatory decisions regarding students’ civil rights.

## **ROLE OF FACULTY**

Faculty members and DSS support staff work together to facilitate students in their legal right to access education at CSUF. If a student self-discloses that he/she has a disability and requests an accommodation, faculty should refer him/her to contact DSS. Students who connect to DSS are provided an official Letter of Accommodation (LOA).

Faculty shall honor the accommodations provided in LOA and protect the students' rights to privacy and confidentiality in all communications. Faculty should also consult with DSS staff about accommodating specific access (physical or digital) needs.

**EFFECTIVE DATE: June 23, 2017**

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