

Disability Services Policy

Policy Number	700.07.01	Custodian	Student Services Dean
Approved Date			
Effective Date		Review Date	
References: Americans with Disabilities Act of 1990 (ADA), the Rehabilitation Act of 1973 Section 504, Grievance Policy.			

1. Purpose

To provide the regulatory process for students accepted and enrolled at White Earth Tribal & Community College (WETCC) who are seeking disability accommodations.

2. Persons Affected

- 2.1. Students
- 2.2. Faculty
- 2.3. Staff

3. Policy

This policy is to ensure the following:

- 3.1. WETCC provides reasonable and individualized accommodations to students eligible for disability support services, creating an equal and supportive learning environment.
- 3.2. Employees abide by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Protected Health Information (PHI) regulations.
- 3.3. Employees maintain confidentiality of information on accommodations they are privy to.

4. Definitions

- 4.1. Disability. The Americans with Disabilities Act (ADA) and ADA Amendments Act of 2008 describe “disability” as a physical or mental impairment that substantially limits one or more major life activities, a record of having such an impairment, or being regarded as having such impairment.
- 4.2. Reasonable Accommodations. Change or adjustment to a job, work environment, or learning environment that would permit equal engagement or activity within the environment despite having a disability.
- 4.3. Eligible Student. A person currently enrolled and accepted at WETCC and has a qualifying disability.

5. Procedures

- 5.1. Students who want to request disability support services meet with the student services dean and provide appropriate documentation, such as a letter from a licensed medical or mental health provider identifying the disability and accommodation needs.
- 5.2. The student submits a written request for disability support services. (See the Student Handbook for Student Disability Rights).
- 5.3. The student services dean evaluates disability accommodation requests and notifies students in writing of his or her decision within three business days. Accommodation may be denied if the documentation does not identify a specific disability diagnosis or requested services or is not provided promptly.
- 5.4. The student services dean notifies faculty members of the student of the allowable accommodation.
- 5.5. Students approved for accommodations meet with their instructors to discuss their needs. Students not approved for accommodations may appeal the decision to the provost within 24 hours of receiving the decision.
- 5.6. Faculty apply the allowable accommodations. Faculty address concerns about approved accommodations with the student services dean.
- 5.7. Students meet with the student services dean if the accommodation is not beneficial or is not being followed by faculty members.

Revision History

Rev. Date	Rev. No.	Revision
06/07/2024	1	New format, in-house.