

STUDENTS WITH DISABILITIES

Computer Systems Institute recognizes and supports the role that Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and similar state laws have in achieving academic success. Computer Systems Institute is committed to making reasonable accommodations for students with qualified disabilities and to ensuring that its campuses and its facilities are made accessible as required by applicable law. The Institute cannot make accommodations that alter the nature of its programs, cause undue burdens on CSI, or create a direct threat to the health and the safety of students or others.

Requests for Accommodations

A reasonable accommodation in the student setting is a modification or adjustment to a class or program that will enable a qualified person with a disability to participate in the program or class or to enjoy the rights and privileges offered by the Institute. Modifications that impose an undue burden or pose a health or safety risk are not considered reasonable. The school is required to make modifications only to known and validated disabilities. CSI requires the student to give reasonable notice of the request for modifications. The school or department must take whatever steps are necessary to ensure that qualified individuals with disabilities are not excluded, treated differently or segregated because of the absence of auxiliary aids or services. The school or department must coordinate the provision of modifications with the Student Services Department.

Medical records supporting the need for an accommodation are submitted to the Student Services Department along with an Accommodations Application. This arrangement is consistent with the confidentiality requirements of the law and with Computer Systems Institute Policy.

Application Submission Procedures: All applications should be submitted prior to the start of the program or within 7 days of receipt of the application. The application can be requested through the Admissions, Student Services or Academics Department and should be submitted to Student Services with supporting documentation.

Accommodation for request form can be found at
<http://www.csinow.edu/images/pdf/Accommodation%20Form.pdf>

Individual Analysis: The modification offered must be appropriate to the needs of the individual, thus, in each instance, an individualized analysis must occur. The Student Services Department along with Academics can devise a modification plan for the student.

Most Integrated Setting: Programs and activities must be offered in the most integrated setting appropriate. In other words, there should not be a separate program for those with disabilities unless the disabled student cannot be accommodated in any other way. If a separate program is offered, the disabled student may still choose to utilize the non-separate program.

Events: The law requires that organizations that receive significant assistance from CSI are also governed by the provisions of the ADA and Section 504. Events that are a part of CSI are covered by the provisions of the law and should be scheduled at accessible locations if possible.

Course Load Modifications: CSI is not required to eliminate academic requirements essential to the program of instruction or related to licensing requirements; however, reasonable modifications must be provided for qualified students with verified disabilities.

Examinations: Exam modifications may include the following:

- Changes in the length of time permitted for completion of an exam; or
- Adaptation of the manner in which the exam is given (for example, allowing a student to take the exam in a distraction-free testing room)

Auxiliary Aids and Services: This term refers to equipment or service providers that augment communication. Examples are sign language interpreters, note takers, readers, computer aided transcription devices, assistive listening devices, telecommunications devices for deaf persons (TDD's), and Braille materials. The school pays for the reasonable cost of the auxiliary aid or service. If provision of a particular auxiliary aid or service would result in a fundamental alteration of the program or in an undue burden, i.e., significant difficulty or expense, CSI will attempt to provide an alternative auxiliary aid or service. The school does not need to provide attendants, individually prescribed devices, readers for personal use or study, or other devices or services of a personal nature. The school will give careful consideration to the requests of the affected disabled individuals, but is not required to give the disabled person the auxiliary aid of his or her choice. If a question arises about what should be provided, contact the Student Services Department on the campus.

Fundamental Program Alteration: Computer Systems Institute is not required to provide any aid or service or make any modification that would result in a fundamental alteration in the nature of the program. For example, where a course requirement is essential to the program of instruction taken by the student, the school is not required to waive the requirement. In evaluating whether the requested program modifications would require substantial program alteration or would fundamentally alter academic standards or programs, the Dean should consider the underlying academic reasons for the program components, the academic standards institutionalized in the program, how the challenged components are consistent with the program standards, and how the requested accommodations would be inconsistent with the academic goals and standards of the program.

Direct Threat to Health or Safety: The school is not required to permit an individual to participate in or benefit from a CSI program or service when that individual poses a direct threat to health or safety. Direct threat means a significant risk to health or safety that cannot be eliminated by modification of policies, practices, or procedures, or by the provision of auxiliary aids or services. In determining whether an individual poses a direct threat to health or safety, CSI must make an individualized assessment, based on reasonable judgment relying on current medical knowledge or the best available objective evidence to ascertain:

- The nature, duration, and severity of the risk
- The probability that the potential injury will actually occur
- Whether reasonable modification of policies, practices or procedures will mitigate the risk

This standard should be applied to all individuals, not just disabled individuals.

Undue Burden: The school needs not make modifications or provide auxiliary aids or services if it constitutes an undue burden. In determining whether or not an undue burden exists, the factors considered are the nature and cost of the action needed in the context of the overall financial resources of the school.

Final Determination: CSI will notify the student of all final accommodations prior to the start of class.