

IV. General Policies

A. Reasonable Accommodations for Students with Disabilities

1. General Policy

The School of Law is committed to providing equal access to educational opportunities to qualified students with physical or mental disabilities, in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Accordingly, the School of Law provides reasonable accommodations to meet the needs of individual students with documented disabilities to ensure access to its services, programs, and activities. In providing reasonable accommodations, the School of Law reserves the right not to waive any requirement essential to the curriculum or educational mission.

2. General Process for Students Seeking Accommodations

This section of the Policy Manual outlines the University's and School of Law's general process for students seeking classroom accommodations, examination accommodations, and accommodations related to accessing the University's facilities. More specific information about the process is available on the [University's Disability Services for Students \(DSS\) website](#).

The process is a collaborative one that involves the University's Office of Disability Support Services (DSS), the Law School's Office of Student Life (OSL), the students, and faculty.

a. Student Responsibilities before Receiving Accommodations

Students with disabilities warranting reasonable accommodations must initiate contact with the [University's DSS](#). To provide the accommodations in a timely manner, newly-admitted students should register with DSS about their need for accommodations after matriculating and registering for classes. Students who become disabled post-matriculation, or think they need DSS services that they previously did not receive, should contact DSS as soon as practicable after learning of their need for accommodations.

The student seeking accommodations must comply with DSS's process by providing appropriate documentation and information, including the reason for the request and specific type of accommodation requested. If DSS determines that a student qualifies for accommodations, it will issue a Verification Document to the student identifying accommodations that may be appropriate and reasonable.

The student then must provide a copy of the Verification Document to the School of Law's OSL and their instructors as soon as possible. Depending on the outcome of discussions about potential accommodations, OSL can arrange for anonymous graded assessment and examination accommodations and the professor can coordinate classroom and non-anonymous graded assessment accommodations. The student does not need to disclose the diagnosis to the professor or the OSL in order to receive accommodations; however, the student should be able to explain how the accommodation gives the student access or removes a barrier to the student's learning.

As noted above, in providing reasonable accommodations, the School of Law reserves the right not to waive any requirement essential to the curriculum or educational mission. For examination accommodations, the student should try to provide a copy of the Verification Document to the OSL **at least 30 days** before the date set for taking examinations. Accommodations are not granted retroactively.

b. Student Responsibilities after Receiving Accommodations (Renewal)

Qualified students **must renew** requests for accommodations **each semester** that they attend the School of Law.

c. Confidentiality

Information about a student's disability is kept private by DSS and not shared with the School of Law. However, one's status as an accommodated student and the type of accommodation(s) recommended by DSS will be shared with School of Law faculty and/or staff in order to discuss and implement accommodations. Also, one's status as an accommodated student may become apparent to other students in certain circumstances, for example, when the accommodation involves providing extra time for an in-class assessment or separate facilities for exam-taking.

All personal information shared with the School of Law remains confidential, including information regarding students' disabilities and requests for and receipt of reasonable accommodations. In particular, the OSL will maintain disability and accommodation information in a file separate from the student's academic file. Neither DSS nor the School of Law will disclose such information unless required to protect the safety and welfare of either the student or others.

DSS and the School of Law's confidentiality responsibilities do not preclude a student from disclosing disability and accommodation information to persons within the School of Law.