Shippensburg University is committed to serving all students, including students with disabilities. In compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, the State System of Higher Education, and Shippensburg University's Equity Plans, the Office of Social Equity (OSE) coordinates and provides services for students with disabilities.

The OSE is committed to providing "reasonable accommodations" (as defined in ADA), creating an atmosphere of opportunity by providing services, and mediating special considerations for and concerns of students with disabilities.

SELF ADVOCACY

Advocacy builds confidence and develops self-sufficiency. College students with disabilities must learn to advocate for themselves. Students are encouraged to know their rights and responsibilities and to take an active role in their learning, learning environments and educational opportunities. It is the student's responsibility to know his/her accommodation needs, and to convey those needs to professors and other professionals. Students should be knowledgeable about their disability(s). They should be prepared to communicate what their disability is and what specific accommodations are appropriate.

ACCESSIBILITY

Over 90 percent of the buildings on campus are accessible. The buildings that are partially accessible are Rowland Hall, Lackhove Hall, Kieffer Hall, and Seavers Apartments, Gilbert Hall, Henderson Gymnasium, Memorial Auditorium, Harley Hall, and Wright Hall which have access only to the first and/or basement levels.

ELIGIBILITY

The OSE offers comprehensive support services to students who have a "qualified" disability(s). The program is eligibility-based and determined by the following criteria:

1. The student must register with the Office of Social Equity.

2. The student must present documentation to the OSE from a qualified psychologist, medical doctor, or Individualize Education Plan (IEP) that verifies a learning disability, hearing impairment, visual impairment, ADD/ADHD, psychological condition, physical impairment, chronic illness or other permanent disability.

ACCOMMODATIONS & PROCEDURES

The student must be able to perform the essential objectives of the program/course with or without "reasonable accommodations." Accommodations requested by the student must be "reasonable." An accommodation cannot lower the standards or change the objectives of the program/course.

Accommodations are made on a case-by-case basis and may include but are not limited to:

- ❑ Enlarged Printing
- ❑ Extended Time for Tests
- ❑ Classroom Accessibility
- ❑ Notetaking - special NCR paper for notetaking is available at the OSE.
- ❑ Reader Services
- ❑ Alternative Testing Sites
- ❑ Proctoring
- ❑ Textbooks on Tape - limited availability
- ❑ Priority Scheduling
- ❑ Notification of Faculty
- ❑ Vocational Rehabilitation Counseling - available at the Etter Health Center - by appointment - ext. 1458
- ❑ Learning Center (LC)- Lower Level Lehman Library ext. 1420
    - Learning Specialists
    - Tutoring
- ❑ Kurzweil Reader
    - Horton Hall 337 and 120

CAMPUS EMERGENCIES

In the event of a fire, fire drill, or any other situation necessitating the evacuation of the residence hall(s), University Police and residence hall staff will have the major responsibility for the safe evacuation of students with physical disabilities. Police and residence hall staff will have the knowledge of the residence hall locations of all students with disabilities that would need evacuation.

In the absence of a residence hall staff member, the pre-arranged "buddy system" will be implemented to ensure that students with disabilities are notified and safely evacuated from their room(s).

Students having a hearing impairment may request strobe light installation in their residence hall rooms by contacting the Physical Plant at ext. 1451.

In the event of evacuation within the campus academic buildings, the responsibility for safely removing all students will lie with the faculty member in charge of the classroom at the time. Students studying in uninhabited classrooms, or other areas, are responsible for informing the building manager, or a nearby faculty member, and the University Police, so that someone can assist in case of fire.

RIGHTS & RESPONSIBILITIES

Rights

- ❑ Every student has a right to services free of judgment.
- ❑ Every student has a right to the best and most up-to-date information and services Shippensburg University can "reasonably" provide.
- ❑ Every student has a right to complete confidentiality regarding his/her disability and related information. The student must inform the OSE if they do not want professors to receive a general letter regarding their disability and accommodations they may need.
- ❑ Every student has a right to be seen in a timely manner.
- ❑ Every student has a right to receive "reasonable accommodations" without lowering or altering the standards of the program/course.
- ❑ Every student has a right to fully disclose information regarding his/her disability(s).

Responsibilities

- ❑ Every student has a responsibility to provide documentation from a qualified medical doctor or psychologist of their disability prior to accommodations.
- ❑ Every student has a responsibility to follow recommendations and established procedures for academic support.
- ❑ Every student has the responsibility to be knowledgeable about their disabilities and what accommodations they may need.
- ❑ Every student has a responsibility to be an advocate.