

DISABILITIES AND ACCESSIBILITY SUPPORT

This document is the parent policy for any College procedures. Questions regarding this policy are to be directed to the identified Policy Owner.

Category:	D. Student / Academic
Policy Number:	D18
Approval Date:	October 26, 2021
Effective Date:	October 26, 2021
Policy Owner:	Director, Teaching and Learning Centre of Innovation

Objective:	<p>Olds College is committed to providing an inclusive learning environment for all students, faculty, and staff. To promote diversity and remove barriers as students strive to attain their educational goals, Olds College will work directly with those who have a documented disability to ensure the delivery of equitable and accessible academic courses and services. Additionally, the Alberta Human Rights Commission's Duty to Accommodate Students With a Disability in Post-Secondary Educational Institutions serves as a legal obligation to which the institution must follow. This may include, but is not limited to, any academic services or events such as graduation, coursework, and library services.</p>
Policy:	<p>The provision of academic accommodation for disability is shared responsibility within the Olds College community. The College provides reasonable accommodation for all academic and academic-related events for students with a diagnosed disability. This includes, but is not limited to: scholarship, graduation, work-integrated learning, field study, library and technology services and assessments. Approved accommodations are provided to students with diagnosed disabilities to facilitate access to the above, and will not require the College to lower academic or non-academic standards.</p> <p>Appropriate and reasonable accommodations are determined by Accessibility Services through a process that can include, but is not limited to: consultation with the student, review of documentation, collaboration with faculty, research, review of course content/delivery and assessment methods and consultation with Associate Deans and Registrar's Office.</p> <p>Provision of accommodation for all students The provision of academic accommodation applies to students enrolled in both full and part-time regular programming, students enrolled in Apprenticeship programming, students enrolled in the Dual Credit program, as well as students engaged in programming through Continuing Education.</p>

Students enrolled in Apprenticeship programs should note that a minimum of 4 weeks notice is required in order to receive exam accommodations for Alberta Apprenticeship and Industry Training (AIT) exams. Students with disabilities are encouraged to self-identify to Accessibility Services (TLCI) at the time of acceptance so that a proactive approach to the provision of service can be initiated. Olds College also recognizes the student's right to not disclose their disability or access accommodations and to accept the consequence of the decision not to disclose. Students must register with Accessibility Services (TLCI) for each academic year for which they wish to receive accommodations.

Appeals

Where an applicant or student is not satisfied with the accommodation plan, an appeal in writing may be made to the Director of the Teaching and Learning Centre of Innovation (TLCI). The appeal must be made within seven days of the presentation of the accommodation letter to the student and should outline the grounds for appeal and the proposed solution/s.

If still dissatisfied, a further appeal in writing may be submitted in accordance with policy D30.

Definitions:

Permanent Disability: A permanent disability is a functional limitation caused by a physical or mental impairment that restricts the ability of a person to perform the daily activities necessary to participate in studies at the post-secondary level or in the labour force. The disability may be present from birth or occur during a person's lifetime, and is expected to remain for the person's expected natural life.

Temporary Disability: A temporary disability is a functional limitation caused by a physical or mental impairment that restricts the ability of a person to perform the daily activities necessary to participate in studies at the post-secondary level or in the labour force. The disability may be present due to injury or illness and is of a short-term nature.

Accommodation Letter: Accommodation Letters are created after reviewing relevant documentation and a self-report interview with the student. Once complete, the letter is shared out with instructors and the student identifying the accommodations for which they are eligible for.

Undue Hardship: Excessive challenges that could deem the academic accommodations to be unreasonable for the institution to provide. This may include, but is not limited to: excessive financial cost on behalf of the institution, health and safety concerns for the accommodated student or other students, faculty, and staff, significant interference with the learning of other students, or an unreasonable time frame to provide the accommodation.

Reasonable Accommodation: The requirement of the College to provide accommodation up to the point of undue hardship. Olds College is required to provide accommodation that addresses the barrier to education created by the individual's disability within a range of accommodation options. There is no requirement to choose the most expensive or comprehensive of these accommodations.

Reasonable Documentation: A report signed and dated by a qualified medical professional or registered psychologist qualified to diagnose. Documentation must be current (within the last 5 years) and provide a clear diagnosis, along with a description of how the disability or treatment impacts an individual's functioning in

	<p>the academic environment. Such documentation as Individual Program Plans (IPP)/Individual Learning Plans (ILP), psychoeducational assessments and a letter from a doctor or psychiatrist may fill the documentation requirement.</p> <p>Duty to Accommodate: Under Section 5 of the Canadian Human Rights Act and Section 4 of the Alberta Human Rights Act discrimination regarding goods, services, accommodation and facilities is prohibited. As a result, educational institutions are required to make arrangements and adjustments to the educational environment to ensure that it does not have a discriminatory effect on individuals because of their disability.</p>
<p>Related Information:</p>	<p>Alberta Human Rights Commission: Duty to accommodate students with disabilities in post-secondary educational institutions</p>
<p>Related Procedures:</p>	<p>D18 Service Dogs on Campus Procedure D18 Test Centre Procedure D18 Registering for Accommodations Procedure</p>
<p>Review Period:</p>	<p>3 years</p>
<p>Revision History:</p>	<p>New: March 2003 Revised: February 2015 Revised: March 2021</p>