



Policy Information	
Policy No:	E-1.09
Approved by:	Education Council
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Date of Next Review:	

## ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES POLICY

### Policy Statement

The College of New Caledonia recognizes and affirms the rights of all persons to equitable access to post-secondary education.

The College will provide reasonable accommodations and supports to students with disabilities, to the point of undue hardship, in accordance with the Human Rights Code of BC and the Canadian Charter of Rights and Freedoms. The provision of accommodations shall not reduce the academic standards of the College and shall not remove students' responsibility to meet all learning requirements of courses and/or programs.

### Purpose / Rationale

This policy provides guidance in achieving the College's goal of providing:

- Equal educational opportunities and full participation for students in the learning environment; and
- Access to courses, programs and services offered by the College

### Scope / Limits

This policy applies to students of or applicants to the College, who self-identify with a documented disability and require accommodations and/or services to pursue their educational goals at the College.

### Principles/Guidelines

1. The College will provide reasonable and appropriate accommodations and supports, in its courses, programs and services, when requested by a student whose disability limits his/her access to or participation in programs and services.
2. The College will not provide accommodations which result in undue hardship to the College.
3. Students, staff and faculty share responsibility for planning and implementing accommodations.
4. Students are responsible to:
  - a. self-identify a disability to the College;

- b. provide current medical documentation of disability supporting each academic accommodation request;
  - c. request accommodations in advance of the start of classes to allow sufficient time for planning and implementation of accommodations;
  - d. participate in academic accommodation planning, implementation and monitoring;
  - e. meet academic requirements of the program or course(s) in which they are enrolled; and
  - f. follow all other policies and procedures of the College unless otherwise indicated by the accommodation service plan.
5. The College is responsible to:
- a. ensure requests for academic accommodation are supported by comprehensive verification of disability documentation provided by a licensed Canadian practitioner;
  - b. lead the planning and implementation of accommodations while remaining within the parameters specified by the Ministry of Advanced Education;
  - c. maintain academic standards for all programs;
  - d. evaluate whether a requested accommodation results in undue hardship;
  - e. ensure that private information is handled in a confidential manner and in accordance with the Freedom of Information and Protection of Privacy Act. As such, information will not be released without permission except as required by law (as specified on the Intake Form).

6. Review of Accommodation Service Plan

A student may (as set out in the Procedure), ask the Director of Student Services (“the Director”) to review the Accommodation Service Plan.

After considering the student’s request, the Director may:

- a. confirm the Accommodation Service Plan, or
- b. recommend or direct that Accessibility Services reconsider and/or make changes to the Accommodation Service Plan.

7. Review of Implementation

A student may, in a timely manner (as set out in the Procedure), ask the Director to review the implementation, by College administrators, faculty or staff, of the Accommodation Service Plan.

After considering the student’s request, the Director may:

- a. confirm that the Accommodation Service Plan is being appropriately implemented, or
- b. recommend or direct, in consultation with the applicable Dean or designate, that the involved College personnel take any action the Director considers necessary to implement the Accommodation Service Plan.

**Definitions**

See Procedures for definitions.

**Legislative References**

Human Rights Code of British Columbia

Canadian Charter of Rights and Freedoms

Freedom of Information and Protection of Privacy Act

**Links to Other Related Policies, Documents and Websites**

[The Disability Services Framework, British Columbia Ministry of Advanced Education](#)

[Canada Student Financial Assistance Regulations](#)

**Forms**

Accessibility Services Intake Form

**Policy Amendment Log**

<b>Amendment Number:</b>	<b>Date:</b>
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