



## **Students with Disabilities Policy**

Valley College (the “College”) prohibits unlawful discrimination against qualified students with disabilities and encourages their full participation within all College activities. All faculty, staff and administrators will actively support students with disabilities in all educational programs, services, and activities, in cases where such support is readily achievable and is not an undue burden. If an applicant meets the essential requirements for admission, the College will not deny that applicant admission simply because he or she has a disability, nor will the College categorically exclude an applicant with a disability as not being qualified for its program. The College may, however, require an applicant to meet any essential technical or academic standards for admission to, or participation in, the College and its program. The College may deny admission to any student, disabled or not, who does not meet essential requirements for admission or participation.

### What Constitutes A Disability

“Disability” means a physical or mental impairment that substantially limits one or more major life activities of the individual; a record of such an impairment; or being regarded as having such an impairment.

Please note that a diagnosis of impairment alone does not establish that an individual has a disability within the meaning of Section 504 or Title II. Rather, the impairment must substantially limit a major life activity, or the individual must have a record of such impairment or be regarded as having such impairment.

Types of impairments that may in some individuals result in a disability include, but are not limited to: orthopedic, visual, speech, hearing impairments, tuberculosis, HIV and AIDS, muscular dystrophy, learning disabilities, diabetes, emotional and mental illness, multiple sclerosis, cancer, developmental disability, heart disease, cerebral palsy, and epilepsy.

Per Title IX, Valley College will provide reasonable accommodations for students who are pregnant. The College will provide a Leave of Absence to pregnant & postpartum recovery students if medically necessary.

Major life activities include, but are not limited to caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, working, and non-volitional bodily functions. A major life activity also includes the operation of a major bodily function, including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.

### Reasonable Accommodation

A “reasonable accommodation” is an adjustment that allows a student with a disability to participate fully in the College educational experience. Reasonable accommodations are determined on a case-by-case basis through an interactive process. An accommodation is reasonable when undertaking it would not cause the College to provide an academic adjustment that would alter or waive essential academic requirements, or fundamentally alter the nature of a service, program or activity, or result in incurring undue financial or administrative burdens in considering the institution’s resources as a whole.

### Procedures for Requesting Accommodations

Students may verbally discuss their request for ADA accommodations with the Campus Director, Director of Academic Affairs or Program Administrator; however, Valley College cannot start the ADA accommodation approval process until the student submits their request in writing to either the Campus Director, Director of Academic Affairs (programs offered Online or at Cleveland/Fairlawn) or Program Administrator (ADN programs).

The student must also provide supporting documentation to the College to establish the nature of the disability and to help the College work interactively with the student to identify appropriate services. A student who has had special education services in high school will not necessarily be eligible for accommodations. Each student's eligibility to receive accommodation is determined by the postsecondary program on a case-by-case basis. The college determines what reasonable accommodation it can offer to the student.

The primary purpose of the documentation is to establish a disability to help the College work interactively with the student to identify appropriate accommodation. It is appropriate for the College to request current documentation to establish the validity of the student's request and to determine reasonable accommodations, especially for hidden disabilities such as learning disabilities, mental disorders, or chronic health conditions.

Valley College will also consider documentation that is completed and signed by a professional familiar with the student and his or her disability such as a healthcare provider, psychologist, special education evaluator, or rehabilitation counselor. The documentation should verify the disability and suggest appropriate accommodations. Valley College will accept a student's High School level Individualized Education Plan (IEP) as supporting documentation. Valley College is not required to follow any recommendations/requirements and is not obligated to provide the same services that are included in the plan that was provided.

The College may require further testing or evaluation by qualified healthcare professionals of their choosing to verify or further establish the impairment/disability and the need for accommodation or to assist it in determining the appropriate response to a request for accommodation. The student is responsible for any associated costs.

The College may also require written supporting documentation of disability from appropriate medical professional(s) which includes: (a) a diagnosis of the disability and any accompanying testing results; (b) detailed description of the specific impairment, the activities limited by the impairment(s)/disability, functional need, and the medical justification for such need; (c) a recommendation for the type and duration of the accommodation(s) needed; and (d) the professional credentials (specialty; licensure, etc.), contact information, and signature of the health care provider.

Disability-related information is confidential and may only be discussed to facilitate and aid Valley College to make decisions and take suitable action concerning appropriate reasonable accommodations. The Campus Director, the Director of Academic Affairs, the designated Vice President and Compliance Director will work together to determine what reasonable accommodations the school can provide for the student. Once the College determines what reasonable accommodations can be offered to the student, the Campus Director or the Director of Academic Affairs will work with individual instructors to decide on class-specific accommodations. The nature of the disability does not have to be disclosed to faculty and/or staff, only accommodation measures.

Valley College will not charge a student for an accommodation and will not charge a disabled student more than a non-disabled student for the same program.

The Campus Director will maintain a separate confidential file for all documents relating to students who have requested reasonable accommodation and have submitted documentation about the

disability.