

PROCEDURE

Number: 52-05
Title: Accessibility for Students with Disabilities
Responsibility: Student Services
Original Approval Date:
Last Cabinet Review: 6/3/2025
Last Revision: 6/3/2025

Reference (Policy and/or Procedure)

SBTCE:

FDTC: 50-34 Compliance with Rehabilitation Act of 1973

Other:

Procedure Description

PURPOSE

Florence-Darlington Technical College is an equal opportunity institution and does not discriminate on the basis of race, color, religion, national or ethnic origin, disability, sex or age in its admission policies, programs, activities or employment practices. In compliance with Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, Florence-Darlington Technical College offers access and equal opportunity in its admissions policies, its academic programs and services, and its employment of individuals with disabilities in that no otherwise qualified person will be denied these provisions on the basis of a disability. All services to students with disabilities are provided in accordance with and are subject to the requirements and stipulations set forth in applicable state and federal guidelines, regulations, laws, and are provided according to the following procedures.

PROCEDURE

STUDENTS RIGHTS AND RESPONSIBILITIES

Students with disabilities have the right to an equal opportunity to participate in and benefit from programs and services offered at Florence-Darlington Technical College to include all distance education options. New students with disabilities who require special academic or physical accommodations must complete the application process, providing supportive documentation.

Students continuing to receive accommodations must contact the Office of Disability Services each

semester to ensure current accommodations are effective.

- * Students who qualify for accommodations but who self-identify after the beginning of the semester are not guaranteed uninterrupted services, nor are they guaranteed that grades earned prior to self-identification will be reviewed and/or modified in any way. Likewise, the provision of services in one semester does not guarantee the provision of services in subsequent semesters. Because the needs of a student may change over time, it is the responsibility of the student to request accommodations each semester. Requesting accommodations each semester will allow for the continuation of the interactive process and help ensure that appropriate accommodations are provided.
- * Students must provide current documentation, normally defined as acceptable documentation obtained within the most recent 5 years from an appropriate professional identifying the disability and recommended accommodation(s). Students must work with the Disability Services Office to develop a list of appropriate, reasonable, and applicable accommodations and academic adjustments. Once a 5-year period has been exceeded, new documentation must be submitted to renew accommodations. Florence Darlington Technical College reserves the right, in compliance with the existing law and regulations, and interpretation of said laws and regulations, to determine what constitutes acceptable documentation.
- * Students will work with the Disability Services Office each semester to evaluate accommodations. If the student wishes to revise their accommodations or add new services. Updated documentation may be required. Accommodations must be reasonable and not alter their program's outcomes or essential job functions of a program.
- * All faculty will be notified by the Disability Services Office of enrolled students with disabilities registered for their courses, and recommended accommodations and adjustments will be communicated and understood by all parties involved. In the interest of student confidentiality, the students are under no obligation to discuss their disability or any other information not specifically outlined in the letter of notification received.
- * Modifications will be made upon review of the accommodation's efficacy. It is the responsibility of the student to notify the Disability Services Office as soon as possible so conditions can be reviewed and appropriate modifications can be made and or considered.

The Director of Disability Services is charged with monitoring institutional ADA compliance issues. The Director shall:

1. Recommend appropriate actions to the administration to ensure access to Florence-Darlington Technical College and all distant and online education sites by students with disabilities.
2. Review requests made by a student with a disability admitted into specific programs and make recommendations for appropriate accommodations to ensure full participation.
3. Recommend to the administration modifications to the physical plant and other appropriate accommodations which would eliminate barriers to access by a student with a disability; and monitor the institution's compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act; and to review those situations in which a student with a disability alleges non-compliance.