

Student Academic Accommodation Changes – OHRC March 2016

Counselling and Accessibility Services offers support for all students trying to manage the complexities of College life. Students are seen on a voluntary, confidential basis. Services offered can help students fulfill their personal and academic potential through individual and/or group supports.

Seneca supports the Ontario Human Rights Code (OHRC) in that the needs of students with disabilities must be accommodated to ensure equal access to educational services.

- Students will not have to provide a diagnosis to access or receive support from the Counselling and Accessibility Services office. They will be asked to provide documentation that describes the nature of their functional limitation.
- Students are not required to provide medical documentation directly to their professors to receive academic accommodations.
- All requests for reasonable academic accommodation for students with temporary or permanent disabilities will be considered.

The Counselling and Accessibility Services department will continue to receive all student inquiries and determine if students are eligible for academic accommodation.

Please note that the Counselling and Accessibility Services department will now provide the accommodation letter to Michelle Smith, the designate for FCE, who will send it to the respective Program Assistants, and they will send it to Faculty.

In accordance with the Ontario Human Rights Commission (March 2016), disclosure of an Academic Accommodation Letter for identified students will be provided by the Counselling and Accessibility Services department directly to a student's program/school. In this new process the Counselling and Accessibility Services department and the academic/program areas will work together to ensure a student's academic accommodation has been shared and implemented.

Questions or concerns about an academic accommodation must be discussed directly with Chair or program designate and/or the Counselling and Accessibility Services department, not with the student.

In order to Support Student Success and/or the Academic Accommodation Process:

- Faculty must provide an outline of all assignments, projects and test dates to their Program Assistant at the beginning of the semester so planning can begin for those students requiring extra time.
- Tests/Assignments/Quizzes must be available for all students registered in their class to write in the classroom. In addition, a copy of the Tests/Assignments/Quizzes for each accommodated student registered with the course must be placed in the Test Centre.

Example: Test Centre Academic Accommodations

Suppose there are 30 students registered for the course. Of the thirty registered students in the course, 5 students are registered with Counselling and Accessibility Services with an approved Academic Accommodation. In this instance 35 Tests/Assignments/Quizzes must be prepared for each scheduled evaluation. In this example, 5 evaluations for the students with accommodation must be placed in the Test Centre 24 to 48 hours prior to the scheduled evaluation date for the class, in addition to the 30 copies available in the classroom.

- Faculty should familiarize themselves with the approved academic accommodations for students registered within their class. In the first few classes, extend an offer for students to schedule an appointment with you to address any concerns or questions they may have.
- Suggested script:
"All students are encouraged to email me to arrange a time to meet if questions or concerns arise. Students who are accommodated are welcome to further discuss their academic accommodations or need for flexible deadlines. Tests/exams for accommodated students will also be available in the Test Centre at each evaluation period."

Accommodations On Campus

All requests must be considered on a case-by-case basis. Accommodations are based on functional limitation criteria set by the OHRC. A functional limitation in one of the areas below has an impact on the student's ability to participate in their program:

- Learning Disabilities (LD)
- Attention Deficit Hyperactivity Disorder (ADHD)
- Mental Health Disabilities
- Medical Disabilities
- Temporary Disabilities
- Acquired Brain Injury
- Blind and Low Vision
- Deaf, Deafened and Hard of Hearing
- Mobility Impairments
- Physical Impairments

As a faculty member, it is important that you honour any approved accommodations. Retroactive academic accommodation requests should be given meaningful consideration and cannot be dismissed outright. In these instances, please notify your Academic Program Manager or Coordinator so they can consider the request. A student's need for academic accommodation may be identified at any point throughout the semester or year.

Counselling and Accessibility Services Contacts:

King Campus	Room GH 2118	416-491-5050 Ext. 55157
Newnham Campus	Room E2427	416-491-5050 Ext. 22900
Markham Campus	Room M280	416-491-5050 Ext. 77508
Seneca@York Campus	Room S1175	416-491-5050 Ext. 33150

Additional information about Counselling and Accessibility Services is available at:

www.senecacollege.ca/students/counselling

Requesting Accommodations:

- Academic Accommodations For Students:
<http://www.senecacollege.ca/students/counselling/resources-forms.html>
- Employment Accommodations For Staff Community Barrier Identification Form:
https://inside.senecacollege.ca/hr/documents/Community_Barrier_Identification_Form.pdf
- Employee Assistance Programs - Frequently Asked Questions:
<https://inside.senecacollege.ca/hr/EFAP/eapfaq.html>
- Diversity and Inclusion Office - Support and Services at the College:
<https://inside.senecacollege.ca/hr/aoda/index.html>
- Health and Safety:
<https://inside.senecacollege.ca/hr/HealthandSafety/>

ACCEPT

Please click the ACCEPT button to confirm that you have received and read the above document. This acknowledgement is required.