

Section 6: ACCESS TO THE ELON UNIVERSITY CAMPUS

6.1 Activities: Theater Productions, Guest Speakers, etc.

Departments that offer programs or events that are open to the public must be accessible to those with disabilities. Public announcements or advertisements should include a statement regarding accessibility and whom to contact to request special assistance.

If students with disabilities elect to attend extracurricular activities that are voluntary, services to those students with disabilities are the responsibility of the activity host (athletic department, theatre, graduation committee, student sponsored activity board, etc.).

Disability Services can serve if needed as a consultant to an individual with a disability or to the department, committee, or board in meeting individual requests for accommodations at such events.

6.2 Admissions, Readmissions, and Registration

- A. Admissions. All students who meet the academic standards requisite to admission and are otherwise qualified are accepted and are provided services. A student's disability is not considered or inquired about during the admission process. Once admitted, students with disabilities are strongly encouraged to notify the University about their disabilities and to comply with the established procedures for requesting accommodation.

In an effort to notify students of the disability-related services available, the University provides this information in several major publications:

- in the Preregistration Guide sent to all incoming freshmen
- in mailings to incoming transfers and readmitted students
- in the Elon University Catalog
- in the Student Handbook
- on the application to Elon University
- on the cultural calendar
- and in other major publications.

B. Readmission After Suspension or Withdrawal

Students with disabilities who have been suspended, voluntarily withdrawn, or who took a medical leave of absence are subject to the same readmission requirements as all other students.

A student seeking readmission after a medical withdrawal may be asked to submit a letter from a health professional indicating that the student is well and can return to campus.

Upon acceptance, students should make their request for accommodation.

C. Registration/Preregistration

Only students using accommodation during any given semester are eligible for early preregistration that semester. Even then, early preregistration is based on need. The office of Disability Services works with the Registrar in determining appropriate preregistration times for students with disabilities. Disability Services notifies students by campus mail of their eligibility for early preregistration and of the designated time.

Students may receive further assistance, if appropriate, by contacting Disability Services. For example, a blind student may need assistance in reading the schedule or the directions for registration.

This procedure is subject to change with changes in the university preregistration process.

6.3 Facilities: Buildings and Other

- A. Existing: Each program or activity *when viewed in its entirety* is to be accessible. The University will remove architectural and structural barriers in existing facilities where readily achievable. This does not always necessarily mean a structural change when other methods are effective. Alternatives may include relocation of classes, redesign of equipment or other adaptations. For example, a professor whose office is not accessible to an individual using a wheel chair must arrange to meet that student at another reasonable location.
- B. New Construction: Each facility or part of a facility is to be designed and constructed in such a manner that the facility or part of the facility is readily accessible.

6.4 Field Trips and Other Off-Campus Activities

An activity held off-campus such as a field trip, internship, or study abroad must afford comparable opportunities for qualified students with disabilities. Reasonable accommodations will be provided to offer a comparable benefit to the extent appropriate and available. When a student is unable to participate in such an activity (a geological field trip, for example), accommodations should be provided such as detailed pictures, drawings, specimens, or printed material. This is applicable to any course whether it regularly includes fieldwork or does so as a supplementary assignment.

6.5 Financial Aid

Students with disabilities are provided equal assistance in obtaining financial aid and student employment as the assistance provided to all students: “A recipient to which this subpart applies may not, on the basis of handicap, provide less assistance than is provided to nonhandicapped persons” (104.45 (a) of Section 504.

The Higher Education Act of 1965 requires that institutions of higher education establish minimum standards of “Reasonable Academic Progress” toward their degree to receive financial aid. Federal guidelines consider a student with 12 credits to be a full-time student. When a student requests a waiver of satisfactory progress requirements, medical documentation must be provided to Disability Services and the Financial Planning Office.

Another important issue to consider for reduced course load is health insurance. If a student is receiving benefits under a parent’s policy, it is important s/he understand that many policies will drop a dependent whose course load falls below full-time status.

6.6 Housing

A college or university that provides housing to its nondisabled students must provide comparable, accessible housing to disabled students at the same cost. Housing for disabled students must also be available in sufficient quantity and variety so that the handicapped students’ choice of living accommodations is, as a whole, comparable to that of other students.

Residence Life observes the legal requirements that housing be accessible to all students and has rooms that are appropriate for individuals with special needs. Housing has policies specific to accommodations for its residents with disabilities. Disabilities Services consults with the Director of Housing when special accommodations are requested for a student with disabilities.

6.7 Inclement Weather Access

The Elon University administration determines when the weather is hazardous to the safety of its staff and students. When determinations are made, public announcements are made on area radio and television stations. The University's inclement weather policy states, "If weather conditions are so severe as to render it dangerous for STUDENTS to reach the college, those who elect not to come to campus on that particular day will not be penalized for failure to do so."

In addition, there are some individuals with mobility problems whose safety may be affected by less-than-hazardous weather conditions. These students may contact Campus Security to determine conditions on campus. If they believe it is unsafe for them to attend school that day, they should leave a voice mail or an email with both the instructor and the Disabilities Services office. The disability verification letter at the beginning of the semester may note this potential accommodation. Students must clarify with faculty how such absences are handled within the stated attendance policy of the specific class.

6.8 Parking Permits

Students qualifying for handicapped parking permits must register with the Campus Security office. Students who provide a state handicap permit must display it properly at all times. Students who do not have a state permit must provide medical verification to Campus Security. If documentation supports the request for a handicapped parking permit on campus, the permit will be provided for the student. Disabilities Services may support the student by writing a letter of support.

6.9 Temporary Parking Permit

Students who have a temporary medical condition requiring special parking or who have been unable to process the state handicap parking permit may request a temporary handicap permit from the Campus Security office. In some cases, permits may be renewable. Disabilities Services may assist the student by writing a letter of support.

6.10 Emergency Response

The Department of Campus Safety and Police is responsible for emergency responses, including medical alerts, evacuations, etc. At the beginning of each semester, Disability Services notifies Campus Safety and Police of any student on campus who

may require an emergency medical response. Campus Safety and Police has access to housing and class records in order to facilitate emergency response.

Campus Safety and Police will also contact the Administrator on Call, one of the staff members trained to assist administratively in a variety of emergency and crisis situations and to provide emergency administrative intervention in those situations. In a student emergency, the Administrator on Call will work with the student and his family to provide administrative response and support. The Administrator on Call is available 24 hours a day, seven days a week.

6.11 Publication of Disability Services

Major publications have a reference to accessibility for individuals with disabilities, including the name of contact persons.

The increased use of computers makes publications accessible to a larger audience. The Elon catalog and class schedule as well as other major publications are in print format and are on-line. Disability Services will provide assistance for students whose disabilities preclude using either of these two formats.

6.12 Recruitment

Recruitment by university personnel does not discriminate on the basis of disability. Reasonable accommodations will be provided to prospective students and their families while they are actively considering and pursuing admission to the university.

The Admissions Office does not make preadmission inquiries about disabilities.

6.13 Scholarships

The Financial Aid Office provides scholarship services. Any student who meets the individual scholarship requirements may apply.

6.14 Student Conduct

Students with Disabilities are subject to the Elon University student code of conduct, as are all other students. Inappropriate behavior will be referred to the Assistant

Dean of Students and/or Campus Safety and Police. The Assistant Dean of Students and the Disabilities Services Coordinator may need to consult about students with disabilities.

Persons with Tourette's syndrome can have behaviors that *appear* to be inappropriate. In this instance, the coordinator will work closely with the student and his/her physician, the instructor and other indicated persons to determine the most appropriate accommodation for this student.

6.15 Student Employment

Students with disabilities meet the same employment criteria that all other students must meet. If a student meets the financial criteria, work-study grants are part of the financial aid package. Individuals with disabilities adhere to the general campus nondiscrimination policy.

6.16 TTD/TTY Technology Locations

Elon has telecommunications devices that provide equal access to individuals who rely on TTD/TTY communications technology. The equipment is evaluated periodically to ascertain that it is in working order, and adequate training is provided to personnel associated with the technology. Disability Services, Campus Safety and Police, and the Moseley Center are primary locations for this technology. With telephone systems using 911 for the emergency service number, TTY users cannot be required to use a separate 7-digit access number as that would not be providing *direct, equal access*. Also, relay services do not provide "direct access."

6.17 Student Health Services

Student health services are provided in the R.N. Ellington Health and Counseling Center. Students with disabilities qualify for the same services as all other students. Any medical services specific to the disability are the responsibility of the student. The Ellington Center staff will provide specific information regarding their services and may make referrals to professionals in the community.

6.18 Academic Advising

At the student's request advisors work with Disability Services to determine if course load, course combinations, or class times are appropriate. Advisors may also refer students to offices on campus that provide support services.

6.19 Career Services

The Career Center is open to all students, providing services without bias or limitation to students with disabilities. Students with disabilities will not be “counseled toward more restrictive career objectives than are nondisabled students with similar interests and abilities.” (504 and 104.47(2b))

6.20 Counseling Center

The Counseling Center provides free short-term counseling related to personal issues for all students. Disability Services refers students to the center when there is conflict and the student does not have a personal counselor. When students sign a release, the counselor from the Counseling Center and Disability Services may collaborate with the student on strategy development or problem solving.