



The Accessibility Services Center (ASC) exists to facilitate and provide equal access to students with documented disability(ies) to all university programming.

ASC uses an empowerment model to create a safe space for students to practice self-advocacy skills to destigmatize disability. We use an interactive process to establish a sense of normalcy by educating how diagnosis may impact the student and to build an accommodation plan for support academically while protecting the students' privacy. ASC provides continual consultation on utilizing accommodations and campus resources through collaboration with students, staff, and faculty.

**Disability:** An individual with a disability is defined by the Americans with Disabilities Act (ADA) as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.

**Documentation Guidelines:**

- <https://www.unomaha.edu/student-life/accessibility/index.php>

**Disability Impairment Types (include but not limited to):**

- Psychological
- Chronic Health Impairment
- Specific Learning Disability
- Mobility Impairment
- Deaf or Hard of Hearing (DHH)
- Blind or Low Vision (B/LV)
- Temporary, not limited to:
  - Broken bones
  - Surgery
  - Pregnancy
  - Cancer treatments
  - Concussions

**Accommodations (include but not limited to):**

**Individualized based on student and disability; determined through the interactive process**

- Extended Exam Time
- Less Distracted Exam Space
- Instructor Notes/Slides/Outlines
- Access to Assistive Technology
- Accessible Textbooks & Alternative Format
- Field Placement & Practicum Accommodations

**Student Registration Process**

1. Student self-identifies with a documented disability type
2. Student provides supporting documentation to ASC
3. Student schedules an appointment to meet with an ASC staff representative
4. Student completes the Interactive Intake Process with ASC

**Confidentiality**

- ASC cannot share disability diagnosis or additional information pertaining to the student.
- Consider any communication regarding a student's disability or medical information to be confidential.
- Do not ask a student if they have a disability or their diagnosis.

## Syllabus Statement

Reasonable accommodations are provided for students who are registered with Accessibility Services Center and make their requests sufficiently in advance. For more information, contact Accessibility Services Center (Location: H&K 104 Phone: 402.554.2872, Email: [unoaccessibility@unomaha.edu](mailto:unoaccessibility@unomaha.edu))

## Making Referrals

- Occasionally, a student may disclose disability or a medical condition and ask their instructor for accommodations directly, rather than going through the ASC's process for requesting accommodations. While granting a request may seem easier in the short term, it can create problems for the student, faculty member, and the University.
- It is strongly recommended any student who identifies themselves as having a disability complete the process for requesting accommodations through the ASC before being provided any disability related accommodations.
- Keep in mind, the referral process is made after a disability, medical diagnosis, etc. is disclosed. It is not only inappropriate, but also illegal, to ask someone if they have a disability or disability diagnosis.
- Students do not have to register with ASC.

## Accommodation Notification

- Professors are emailed students' accommodation plans (AP) at least 10 days prior to the semester.
  - Accommodation Plans can be sent at any point in the semester, following completion of the registration process.
  - A Best Practice is to email the student, once the notification is received, to inform student of your office hours and availability to discuss accommodation access within the academic setting.
- Students are advised to confirm each instructor received the notification of accommodations.
- Students are strongly encouraged to discuss with instructors how they may utilize their plans in each course.
- Accommodations are typically implemented after the student initiates a request to utilize their accommodation with the instructor, in a timely manner.

## Responsibilities

- **Faculty Responsibilities**
  - Implement accommodations students have requested to use
  - Consult with ASC if they have questions or concerns regarding an AP
  - Hold students to academic standards
  - Do not accommodate students more than their plan (unless applicable to all students)
- **Student Responsibilities**
  - Self-Identify having a disability & register with ASC, if they choose to
  - Request Accommodations in each course/discuss with instructor in regards to AP
  - Meet same academic expectations as all UNO students
  - Abide by the UNO Student Code of Conduct
  - Use self-advocacy skills to request accommodations and seeking support
- **ASC Responsibilities**
  - Determine & provide appropriate accommodations for students with disabilities
  - Consult and collaborate with faculty on implementation of accommodations within the course
  - Provide Training and Awareness Opportunities to UNO Community
  - Actively foster an inclusive campus culture

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