

WVWC Disability Information

The information below is provided for students with disabling conditions who are not already working with the Learning Center or Campus Life. If you have questions regarding the requirements outlined, you may call the Director of the Learning Center, Shawn Kuba, at 304.473.8563.

Policy for providing accommodations for students with disabling conditions

West Virginia Wesleyan College ensures that no qualified person shall, by reason of a disability, be denied access to, excluded from participation in, or denied the benefits of any program or activity operated by the College or be subjected to discrimination under any of its programs or activities. The College shall make reasonable accommodations to the known limitations of an otherwise qualified student with a disability to enable the qualified student with the disability to have equal access to educational opportunities, programs and activities. Section 504 of the Rehabilitation Act of 1973 [29 U.S.C. § 794(a)] and Americans with Disabilities Act of 1990 (ADA) [42 U.S.C. § 12101, et seq.].

Procedures for serving students with disabling conditions

To be eligible for accommodations and services, students with disabilities must identify themselves and provide documentation to Shawn Kuba, Director of the Learning Center, WVWC, 59 College Avenue, Buckhannon, WV 26201; Phone: 304.473.8563, Fax: 304.473.8497.

It is **necessary** to provide **current** documentation of the disability and professional materials from a physician/psychologist/psychiatrist on the evaluator's letterhead stationery demonstrating that the disability currently and substantially limits a major life activity of the student. The documentation must include:

- A diagnostic statement identifying the disability and describing the current level of functioning;
- A description of the diagnostic tests, methods/criteria used, employing the DSV IV when appropriate;
- A description of the current functional impact of the disability including a statement of any substantial limitations as they relate to the ability of the student to meet the various demands of college life, which includes specific numeric test results and the examiner's narrative interpretation;
- Treatments, medications, or assistive devices/services currently prescribed or in use;
- Recommendations to assist the college in designing reasonable accommodations for the condition;
- The credentials of the diagnosing professional when not indicated on letterhead stationery.

The College may request additional documentation. IEPs and 504 plans are not considered to be sufficient documentation. Identifying oneself as having a disability to an individual professor is not considered an official notification to the college. The student must follow the above procedures in order to access accommodations. However, it is the student's responsibility to notify a professor, or others as necessary, of a need for accommodations.

Coordination of accommodations and services may involve any number of College offices and personnel, including faculty, staff, and administrators as well as the Learning Center office, depending on the nature of the accommodations and services needed. The Learning Center will work in consultation with the student, and others as deemed proper, to determine the appropriate academic accommodations. The Director of the Learning Center will make the final decision with respect to a particular accommodation.

If the student has been diagnosed with a Learning Disability please refer to the "Requirements for Documentation" section of the Learning Center campus website <http://www.wvwc.edu/services/TheLearningCenter/> for specific educational testing requirements.

If the student is requesting Residence Hall Accommodations, please contact the Director of Campus Life, Alisa Lively, for specific guidelines and information at 304.473-8441.

NOTE: Students with disabilities are required to maintain the same level of responsibility for their education as other students attending Wesleyan. These responsibilities include maintaining levels of academic performance expected of all students, meeting attendance requirements, maintaining appropriate behavior, and following the College's policies and procedures. In addition, the College establishes appropriate standards for its courses, programs, services and facilities and is

not required to grant accommodations that impose a fundamental alteration of a program or activity.

The College encourages students to request accommodations before the semester begins or as early in the semester as possible. If the student chooses to delay providing documentation and/or making a request for accommodations, the College will not provide retroactive accommodations, but will upon the student's request, begin the procedure for approving and implementing future accommodations. A reasonable time will be necessary to implement accommodations.

The Confidentiality of all documentation will be maintained in accordance with the applicable law. Documentation may be shared with others on a need to know basis.