Rights & Responsibilities of Students Requesting Disability Services

Students with disabilities at Meredith College have the right to

- Request reasonable accommodations ensuring equal access to courses, programs, services, jobs, activities and facilities available through the college.

- Appropriate confidentiality of all information regarding their disability(ies) and disclosure of information except disclosure that are required or permitted by law.

- Information available in accessible formats.

- File a grievance according to the Grievance Procedure, if s/he believes they have been treated unfairly.

Students with disabilities at Meredith College have the responsibility to
• Meet qualifications and maintain essential institutional standards for courses, programs, services, jobs, activities, and facilities.

• Identify themselves as an individual with disability when an accommodation is needed and to seek information, counsel, and assistance within a reasonable amount of time.

• Document and/or demonstrate (from an appropriate professional) how the disability limits their participation in courses, programs, services, jobs, activities, and facilities.

• Follow policies and procedures for obtaining reasonable accommodations and services as defined by the Disability Services Handbook.

• **Arrange testing accommodations with each faculty member a minimum of 5 business days prior to each test/exam.**

I understand my rights and responsibilities and understand that failure to follow these rights and
responsibilities may delay or limit my ability to receive accommodations. I am aware that Disability Services policies and procedures are found online at www.meredith.edu/disability. Alternate formats of these policies and procedures will be provided upon request.

Student’s Signature ________________________________
Date ______________________

Staff Signature ________________________________
Date ______________________