



Rights & Responsibilities of Students Requesting Disability Services

Students with disabilities at Meredith College have the right to

- ^ Equal access to courses, programs, services, jobs, activities and facilities offered through the college.
- ^ Equal opportunity to work and to learn, and to receive reasonable accommodations.
- ^ Appropriate confidentiality of all information regarding their disabilities and to choose to whom information about their disabilities will be disclosed, except disclosure that are required or permitted by law and
- ^ Information available in accessible formats as warranted by documentation.

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.
- ^ Demonstrate and/or document (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 one week prior to each test/exam. If Disability Services will be asked to proctor, a minimum of five-business days notice is required. Ten business days if test will need to be administered on tape.**

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 have been provided access to and am aware that the Disability Services Handbook is available in paper and electronic formats in 201 Carroll Hall as well as online at www.meredith.edu/student/counsel/disability/.

Handbook provided in paper CD ROM ____declined, student will access online

Student's Signature _____ **Date** _____

Staff Signature _____ **Date** _____