



Welcome

The Department of Equity and Accommodations

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www.bloomu.edu/equity-accommodations

Bloomsburg University of Pennsylvania is committed to academic excellence, equal opportunity and freedom from discrimination for all individuals. In keeping with these commitments, it is the University's policy and practice to provide reasonable accommodations for students with properly documented disabilities according to the Americans with Disabilities Act of 1990 (ADA), as amended, and the Rehabilitation Act of 1973.

This packet will help individuals understand the process for accommodations and how to register with our department. Please contact us with questions. We look forward to working with you.

Summer 2018

Transitioning to Bloomsburg University

Accommodations for BU students with disabilities and/or medical conditions may be different from what you may have experienced in high school or at other universities.

What are the differences between secondary and postsecondary disability laws?

Question	Secondary (High school)	Postsecondary (College)
What is the intent of the law?	<p>Individuals with Disabilities Education Act (IDEA): To provide a free, appropriate public education in the least restrictive environment to students with disabilities.</p> <p>504: To ensure that no otherwise qualified person with a disability is denied access to, benefits of, or is subjected to discrimination in any program or activity provided by any public institution or entity.</p>	To ensure that no otherwise qualified person with a disability will be denied access to, benefits of, or is subjected to discrimination in any program or activity provided by any public institution or entity.
Who is covered under the law?	All infants, children, and youth requiring special education services until age 21 or graduation from high school.	All qualified individuals with disabilities who meet the entry-level criteria of the university and who can document the existence of the disability as defined by ADA.
Who is responsible for identifying and documenting the need?	School districts are responsible for identification, evaluation, and planning educational services at no expense to the parent or individual.	Students are responsible for self-identification and for obtaining disability documentation from a professional who is qualified to assess their particular disability. The student, not the institution, assumes the cost of evaluation.
Who is responsible for initiating service delivery?	School districts are responsible for identifying students with disabilities and providing special instruction, individualized education plans, and/or accommodations.	Students are responsible for notifying the Department of Equity and Accommodations of their disability and of their need for accommodations. Accommodations, not special education, are provided on a semester-by-semester basis for students with disabilities to have equal access to BU's programs, services and activities.

(Modified from materials prepared by Kay McVey, PROJECT CONNECT, Henderson State University and the WNY Collegiate Consortium of Disability Advocates website: <http://www.ccdanet.org/>)

What Does This Mean for Me?

Parent/Guardian/Family

- Students may receive accommodations at BU that are different from what is indicated in their high school Individualized Education Plan (IEP).
- Documentation of a disability is not the same thing as an IEP. While BU accepts current IEPs **that include the IEP Team's signatures** to help us determine accommodations, we may require additional documentation when students request accommodations that are not listed in the IEP.
- Encourage and help your student(s) to advocate for themselves. Students assume a greater responsibility for the accommodations they receive at college.

First-Year Students

- The accommodations you receive at BU may be different from high school. We will discuss the services you found helpful and the documentation that supports those accommodations.
- Some of the accommodations you received in high school may not transfer to college, or you may receive different kinds of accommodations.
- As a college student, you shoulder more of the responsibility in receiving your accommodations than when you were in high school.

Transfer and Graduate Students

- The accommodations you receive at BU may be different from your previous institution. We will discuss the services you found helpful and the documentation that supports those accommodations.
- BU policies and the process for receiving accommodations may be different from those at your previous institution.

The Process to Receive Accommodations

Frequently Asked Questions (FAQ)

Q: When may a student begin the accommodations process?

A: We are happy to share information with prospective and current students at any time. Incoming freshmen and transfer students that have been formally admitted to Bloomsburg University may submit documentation to begin the process. Current students may submit documentation at any time. It is the student's responsibility to initiate contact with our department and complete the necessary steps in order to receive accommodations.

Q: How does a student obtain accommodations for a disability?

A: Receiving accommodations is a process. This process includes students initiating contact with our office, providing the appropriate documentation, scheduling an appointment with the director/disability specialist and confidentially self-disclosing their disability or medical condition to our office.

Q: What type of documentation is required?

A: Documentation is required in the process of providing accommodations and/or equal access to the educational environment. We accept a student's high school IEP if it:

- is current (within the last five years);
- identifies the disability;
- specifies the impact the disability has on physical, perceptual, cognitive, and behavioral activities;
- describes the accommodations provided in high school;
- includes the signatures of the IEP team.

A: Other types of documentation can include medical records or psycho-educational testing and must:

- be completed by a licensed and certified professional qualified to diagnose the disability or disabilities;
- be current and clearly describe the diagnosed disability or disabilities and include a complete educational, developmental, and medical history;
- include all test and assessment instruments used, describe the functional limitations of the disability or disabilities, and describe the specific accommodations recommended;
- contain a statement that it is a disability according to the guidelines of the Americans with Disabilities Act (ADA);

- be typed on letterhead, signed and dated by the professional evaluator and include information about the evaluator's license or area of specialization.

For more information about documentation requirements, we encourage you to visit: www.bloomu.edu/accommodations-documentation. Please note that we may request additional information if determined it is needed.

Q: What happens after a student submits documentation?

A: The student schedules an appointment with the director/disability specialist who reviews the documentation and discusses the student's needs, as well as the appropriate accommodations and the process to receive them.

Q: How will a professor know what accommodations a student has?

A: The director/disability specialist and student both sign a Faculty Disclosure Form that designates what accommodations the student has for the semester. We make copies for the student, who then arranges a meeting with each professor to give them a copy of the form and discuss the accommodations. This meeting should occur as soon as possible at the beginning of each semester.

Q: Are professors told about a student's diagnosis or challenges?

A: No. Only accommodations and suggestions on how they may be implemented in the classroom are disclosed to instructors. Students may choose to discuss the details of their situation with instructors, but they are not required to do so.

Q: What are some examples of accommodations?

A: While accommodations are provided on an individualized, case-by-case basis, there are some accommodations that many students with disabilities use – extended time for tests, testing in a separate location, early course registration, and/or classroom changes if there are accessibility or mobility issues. Please note that individualized academic accommodations are not designed to alter course content or academic requirements.

Q: Does the Dept. of Equity and Accommodations provide tutors or writing assistance to students with disabilities?

A: No. These support services are not considered accommodations; however, BU offers a variety of resources to all students through the Student Success Center www.bloomu.edu/academic-achievement and The Writing and Literacy Engagement Studio (WALES) www.bloomu.edu/wales. Please contact those individual offices for information.

Q: Does the Dept. of Equity and Accommodations provide academic advisement, such as what classes to take, help with scheduling, etc.?

A: No. BU assigns a faculty advisor in the student's major who provides academic advisement. Undeclared students work with professionals in the Academic Advisement Center www.bloomu.edu/advisement/. We encourage our students to develop a positive relationship with their academic advisor to help them make sound academic decisions leading to graduation.



Notice of Non-Discrimination

Bloomsburg University does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, age, national origin, ancestry, disability, or veteran status in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. For information regarding civil rights or grievance procedures and for inquiries concerning the application of Title IX and its implementing regulation, contact: Title IX Coordinator, Bloomsburg University of Pennsylvania, Warren Student Services Center, 400 East Second Street, Bloomsburg, PA 17815; Phone: 570-389-4529; Email: titleixcoord@bloomu.edu. Additionally, inquiries concerning Title IX and its implementing regulation can be made to the U.S. Department of Education, Office of Civil Rights, Region III, The Wanamaker Building, 100 Penn Square East - Suite 505, Philadelphia, PA 19107; Phone: 215-656-6010; Fax: 215-656-6020.