



Disability Services Fact Sheet

The Americans with Disability Act (ADA) is a federally mandated law that requires faculty and staff to provide reasonable academic adjustments to students with disabilities.

Disabilities Disclosure Process for the NVCC Student:

- Voluntary.
- Interactive.
- Submit documentation validating their disability to the appropriate individual.
- Meet with the NVCC Disabilities Office. Complete the disabilities disclosure process to determine academic adjustments and auxiliary aids. Students must complete this process.
- Academic adjustments and auxiliary aids are not retroactive.

Instructor's Role in Providing Academic Adjustments in their Classroom:

The instructor and the student should discuss the approved academic adjustments and sign and date the Academic Adjustments Agreement Form.

- Instructors should not refuse or alter approved academic adjustments without first contacting the NVCC Disability Office.
- Faculty should not take it upon themselves to provide a student with academic adjustments who did not follow/complete the above process.
- Academic adjustments and auxiliary aids are not retroactive.

Syllabus:

- All instructors are required to have a mandatory ADA/Disability Syllabus Statement in every syllabus.

NVCC Disability Services Contacts:

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SYLLABUS STATEMENT

Students who may require academic adjustments on the basis of a learning disability are encouraged to contact the Counselor for Students with Disabilities (Vince McCann K406). After providing documentation and completing the disability disclosure process, students are then encouraged to meet with their instructor(s) to discuss the adjustments approved by the appropriate disabilities contact and to complete the Adjustments Agreement Form. Adjustments are not retroactive, students are therefore encouraged to meet with their instructor(s) at the beginning of each semester. Instructors, in conjunction with appropriate college personnel, will provide assistance and/or adjustments only to those students who have completed the disability disclosure and academic adjustments process.

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