Academic Affairs/Accessibility Services 4.1065 ADA Fundamental Alteration Review

format of materials, skills, etc. Rexibility in achieving outcomes may be appropriate depending on the nature of the course and its requirements.

Defining Essential Requirements

Essential requirements are the core learning outcomes (such as skills, knowledge, or licensure requirements) all students must demonstrate, with or without accommodations, which are part of a larger interconnected curriculum related to an academic program or degree.

Establishing Essential Requirements of the Course

- Clearly articulate and publicly document the overall purpose of the course/program.
- Identify required mastery of specific skills, knowledge, principles, and concepts.
- Convey the framework used to set academic and program standards.
- Ensure fair deliberation when determining if the requested accommodation would be a fundamental alteration.

If a faculty member/instructor is concerned that an accommodation fundamentally alters an essential requirement or course objective of a course or academic program, the following deliberative process will be followed:

- 1.1. The Director of Accessibility Services is contacted to consult on the concern
- 1.2. Determination of the Essential Components of the Courses or Programs: The instructor must complete The Fundamental Alteration Request for Review Form linked below
- 1.3. The Director of Accessibility Services will convene a committee: The Director may involve campus partners as needed such as:
 - Faculty member within academic program/course
 - Chair of the academic department
 - < Academic Advisor
 - < Dean of College

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 Other knowledgeable and trained administrators deemed appropriate in determining the reasonableness of the request, fundamental requirements of the course or program, or the possible alternatives to accommodate the student.

The Committee bears the following responsibilities:

is not based on tradition or routine practice without direct connection to essential requirements.

The committee will consider whether the requirement is consistent with similar programs at other educational institutions, and with relevant national and expert guidelines; and whether there is any unique justification for a requirement that is not adopted by other educational institutions.

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- Provide a timely resolution to the determination of fundamental alteration.
- The Accessibility Services' approved accommodation must remain in place until the committee has made a final determination if the accommodation is denied or modified.
- 1.4. The Director of Accessibility Services will notify the student that the accommodation is Under Review
- 1.5. The Director of Accessibility Services will determine if the Accommodation is a Fundamental Alteration by reviewing Essential Bernents and Academic P

This policy should be reviewed on a five year cycle and updated when institutional needs or goals change.

This section contains any other policies, 3rd party standards, or guidelines referenced by this policy.

N/A