

ADA POLICIES AND PROCEDURES

Abraham S. Fischler School of Education

I. Nova Southeastern University complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 by providing reasonable accommodations for qualified individuals with a disability. Any student requiring special assistance in any course or clinical practicum must provide medical documentation regarding such needs as soon as possible. To ensure that reasonable accommodations can be provided in a timely manner, all forms, documentation, and special needs requests should be received and on file in the Office of Student Judicial Affairs a minimum of four (4) weeks prior to the commencement of classes for any given semester.

II. Upon notice to the disability services representative of a request for accommodations, students will receive a copy of the following forms along with a self-addressed, return envelope: (a) Procedures and Agreement for Receiving Specialized Services, and (b) ADA Release of Information. A copy of the Guidelines for Documentation of a Specific Learning Disability will be distributed as needed.

Upon receipt of the above two completed forms, appropriate recent documentation (within the past three [3] years), and a formal written request for accommodations, the request will be reviewed for eligibility. Additional information and documentation may subsequently be requested as necessary. Decisions pertaining to reasonable accommodations will be made by the disability services representative in consultation with other university individuals and/or representatives.

III. Written notification of approved accommodations will be provided. Students may then notify appropriate faculty of the accommodations that have been offered, unless otherwise specified.

IV. If a student disagrees with the proposed accommodations, he/she may appeal in writing within ten (10) days to the Executive Associate Dean, or designee . Additional information pertaining to the Academic Accommodation(s) Process can be found in the NSU Student Handbook, available online at <http://www.nova.edu/cwis/studentaffairs/forms/ustudenthandbook.pdf>.