

Rights and Responsibilities

Students with disabilities who receive accommodations have the right to:

- Choose when and to whom I will disclose my disability.
- Equal opportunity to participate in courses, programs, services, and activities offered through RIT.
- Reasonable accommodations, when needed, to achieve equal access.
- Decide whether or not to use the curricular and co-curricular accommodations for which I have been approved.
- Confidentiality of my disability-related records and communication except where permitted or required by law, or when the student requests that such information be shared.
- Seek resolution to concerns about access or discrimination through RIT's formal and informal grievance resolution processes.
- All other rights and privileges available to other students at RIT.

Students with disabilities who receive accommodations have the responsibility to:

- Meet qualifications and maintain essential institutional standards for courses, programs, and activities.
- Self-identify as an individual with a disability to the DSO when an accommodation is needed and to seek information, counsel, and assistance as necessary and in a timely fashion.
- Demonstrate and/or provide documentation (from an appropriate professional) on the manner in which the disability limits participation in courses, programs, services, and activities.
- Follow university procedures for obtaining reasonable accommodations, including the requesting of academic accommodations via MyDSO each term.
- Inform the DSO of any concerns about the facilitation of accommodations, disparate or disparaging treatment related to disability, or access issues on campus as soon as an issue arises.

The Disability Services Office has the right to:

- Identify and communicate essential functions, abilities, skills, knowledge, requirements, and standards for courses, programs, services, and activities in collaboration with campus partners.
- Request and receive relevant documentation that supports requests for accommodations, academic adjustments, and/or auxiliary aids and services.
- Deny a request for accommodations, academic adjustments, and/or auxiliary aids when the information provided by the student fails to substantiate areas of functional impairment, the documentation provided does not adequately support the requested accommodation, the requested accommodation will alter essential course requirement or result in a fundamental alteration of a course, program or service.
- Select among equally effective accommodations, adjustments, and/or auxiliary aids and services when working with students.
- Refuse an unreasonable accommodation, adjustment, and/or auxiliary aid or service that imposes a fundamental alteration of a program or activity at RIT.

The Disability Services Office has the responsibility to:

- Establish and disseminate criteria for the use of disability services.
- Meet with students to discuss access needs.
- Receive, review and store confidential disability documentation to support a student's eligibility for disability services and accommodations.
- Determine whether or not a student is a qualified individual with a disability under the Americans with Disabilities Act (as amended in 2008), and to determine whether or what accommodations are reasonable.
- Provide written notification of the accommodation determination.
- Safe guard and maintain confidentiality of the student's disclosed disability unless given written consent from the student.
- Collaborate with faculty and staff regarding essential course and/or program requirements and appropriate reasonable accommodations.
- Promote disability equity and inclusion on campus.
- Provide information to students with disabilities in accessible formats upon request.
- Provide or arrange for reasonable accommodations, academic adjustments, and/or auxiliary aids and services for students with disabilities in courses, programs, services, and activities.

Instructors have the right to:

- Establish and maintain the academic standards for their courses.
- Determine how to best instruct students and assess student learning.
- Consult with the DSO and other partners at RIT on best practices for meeting the needs of students with disabilities.
- Receive notice of accommodation needs, with reasonable advance notice.
- Confirm a student's accommodations and ask for clarification about a specific requested accommodation with the Disability Services Office.
- Consult with the Disability Services Office to explore alternate arrangements if it is believed an accommodation does not eliminate access barriers or fundamentally alters elements of a course.
- It is therefore the responsibility of an instructor to provide accommodations, as outlined in the Faculty Accommodation Notification Letter (and available in the MyDSO Faculty Portal at any time), as long as they do not undermine the academic integrity of the course.
- Evaluate the academic work of students with disabilities according to the same criteria of evaluation utilized for all other students in the class.

Instructors have the responsibility to:

- Ensure courses are accessible in their entirety, including content, textbooks, materials, assessment methods, online instructions, time requirements, etc.
- Support and implement each of the accommodations listed on the student's Faculty Accommodation Notification Letter.

- Consult with the Disability Services Office directly if it is believed an accommodation poses a fundamental alteration to the objectives of a course, in which case alternate arrangements will be explored.
- Provide accommodations only after receiving a Faculty Accommodation Notification Letter from the DSO (these will be emailed and also available to view at any time in the MyDSO Faculty Portal.)
- Refer students to the Disability Services Office if they request disability-related accommodations from instructors without first registering with the DSO, or if they request additional accommodations not stated in their Faculty Accommodation Notification Letter.
- Direct all questions/concerns regarding accommodations for students with disabilities to the Disability Services Office.
- Refer students they suspect may have a disability to the Disability Services Office for assistance.
- Maintain confidentiality of records concerning students with disabilities and ensure all conversations about accommodations take place in a private environment.