



## Students with Disabilities

Design Institute of San Diego provides reasonable accommodation to students with disabilities in compliance with State and federal legislation including Sections 504 and 508 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA). Students who request accommodation must meet the following criteria:

- Provide written documentation of a disability, functional limitation(s), and recommended accommodations by a professional qualified to assess the particular disability.

Once documentation has been provided to the Director of Academic Services, Susan Royce, [sroyce@disd.edu](mailto:sroyce@disd.edu) an email will be sent at the beginning of each semester advising the student's instructors that Design Institute has determined that the student is a disabled individual and providing the specific accommodations that have been approved and that are required. All communication will be copied to the Director of Student Services, Tena Moiola, the Program Director, Denise Homme and the campus Director, Margot Doucette. All efforts will be made to maintain student confidentiality.

Accommodations may include (but are not necessarily limited to) the following:

- A note taker
- A quiet area/room for testing
- Other testing modification
- Additional time for testing or completion of studio work
- Books on tape (if available) or e-books (if available)
- Additional tutoring or assistance from a faculty member, staff member, or tutor
- Permission to tape classroom lectures
- Other accommodation recommended by a medical or psychological professional

Since accommodations are specific to each student we do encourage students, who are comfortable in doing so, to raise questions or concerns about implementation of accommodations informally with their instructors. For those who are not comfortable speaking with their instructors or when a desired resolution has not been reached, questions or concerns regarding the implementation of accommodations should be directed to the Director of Academic Services, Susan Royce.

If a student is not comfortable resolving the issue informally or feels there is a question regarding discrimination, accommodation decisions may be appealed through the Discrimination Complaint Procedure found in the campus catalog addendum.

This Policy will be included in campus publications and posted on the Design Institute website. This Policy is also provided to all new students as part of the orientation materials.