

UC DAVIS STUDENT DISABILITY CENTER
Procedure Manual

Category: Organization

Subcategory:

Subject: Student Rights and Responsibilities

Procedure Number:

Effective Date:

Next Review Date:

Responsible Manager: Director of Student Disability Center

Purpose

To inform students and staff of specific student rights and responsibilities that UC Davis Student Disability Center (SDC) believes are inherent in providing exemplary service.

Student Rights and Responsibilities

1. Every student has the right to:
 - a. A timely intake assessment to determine eligibility for SDC services.
 - b. Equal opportunity to participate in, and enjoy the benefits of, all services, programs, or activities conducted by the University.
 - c. Reasonable accommodations, including appropriate auxiliary aids and services, as determined on a case-by-case basis through an interactive process between the student and the SDC.
 - d. Appropriate confidentiality of all information pertaining to their disability or condition.
2. Every student has the responsibility to:
 - a. Meet the University's qualifications and academic standards for participation in programs and activities with or without reasonable accommodations.
 - b. Identify themselves to appropriate University personnel as a student with a disability or a disabling condition to enable an assessment of eligibility and the provision of reasonable accommodations.
 - c. Follow the reasonable accommodations eligibility determination procedures.
 - d. Provide documentation from a qualified professional source that verifies the nature of the disability or disabling condition, the functional limitations resulting from the disability or disabling condition, and the need for specific reasonable accommodations.
 - e. Recognize that accommodations may only be provided, regardless of eligibility, once the eligibility determination process is completed; timely accommodations cannot be guaranteed, regardless of eligibility, unless the eligibility determination process is initiated and completed in a timely manner.
 - f. Coordinate with faculty and staff to ensure recommended accommodations are implemented for each individual course.

B. SDC Rights and Responsibilities

1. The SDC has the right to:

- a. Maintain the University's academic standards.
 - b. Request current, comprehensive documentation to verify a student's need for reasonable accommodations in the University setting.
 - c. Discuss a student's need for reasonable accommodations with the professional source of their documentation (with the student's signed or documented verbal consent authorizing such discussion).
 - d. Discuss the nature of course, curriculum, program or degree requirements with University personnel responsible for the particular course, curriculum, program or degree.
 - e. In collaboration with appropriate University faculty and administrative staff, share information regarding a student's accommodation on a need-to-know basis, in order to facilitate the interactive reasonable accommodation process.
 - f. Designate a student's accommodations from a range of equally effective reasonable accommodations.
 - g. Periodically review recommended reasonable accommodations to ensure their continued reasonableness in a particular classroom setting or environment.
 - h. Deny a request for a specific accommodation if documentation is inadequate or not provided in a timely manner, if the accommodation is unreasonable, or if an equally effective accommodation is being offered.
 - i. Refuse to provide a requested accommodation that is unreasonable or inappropriate including any that pose a direct threat to the health and safety of self or others, constitute a fundamental change or alteration to a course or program, or pose an undue burden on UC Davis.
2. The SDC has the responsibility to:
 - a. Determine and provide reasonable and appropriate accommodations in a timely manner for eligible students with disabilities or disabling conditions.
 - b. Provide information regarding policies and procedures to students with disabilities in a reasonably accessible format and in a timely manner.
 - c. Maintain appropriate confidentiality of records and communication concerning students with disabilities or disabling conditions (except where disclosure is required by law or authorized by the student).
 - d. Communicate with faculty and staff to ensure recommended accommodations are appropriate for each individual course.

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