

## Student Rights

In college, **you are responsible** to make sure that your needs are met. Two federal civil rights laws can assist you in reaching your goals as a student; they include the **Americans with Disabilities Act (ADA)** and **Section 504 of the Rehabilitation Act**. These laws provide students with the following rights:

- The right to equal access to postsecondary education;
- The right to not be discriminated against;
- The right to participate in and enjoy the benefits of your school;
- The right to an accessible education;
- The right to an appropriate accommodation;
- The right to have information about your disability kept private.

Understanding the laws can assist you in achieving success as a student. Many web sites on the internet can help you learn more about how these laws relate to you. One site that may answer many of your questions is located at:

[www.pacer.org/pride/504.htm](http://www.pacer.org/pride/504.htm)

In addition, Minnesota has human rights laws which prohibit discrimination and require equal access for people with disabilities.

Please realize that the laws do not require a school to lower its academic standards, nor will schools change the rules to make it easier for you than other students. You still will be required to meet the essential components of your course work as well as meet relevant academic and conduct standards to receive protection under the law.

## Accommodations

The law states that some students with disabilities have a right to academic accommodations.

Accommodations provide you with an equal opportunity to participate in and enjoy the benefits of your education. Accommodations include:

- Changes to a classroom, environment, or task;
- Removal of architectural barriers;
- Modifications to policies, practices, or procedures;
- Provision of appropriate auxiliary aids and services.
- Other adaptations that are necessary for students to enjoy the benefits & privileges of the school's programs, services, & activities.

## Disclosure

If you think you will need any accommodations because of your disability, you must request accommodations from your school. You will not receive accommodations or assistance unless you tell the disability services staff of your disability. You will also have to provide documentation of your disability.

**Your responsibility** is to tell the disability services director at the school that you will attend that you will need accommodations. Each school has its own paperwork requirements necessary to arrange accommodations. Most schools require that you provide recent, professional documentation from a doctor or other licensed professional. **Simply put, you will have to prove that you have a disability.**

For instance, if you had an IEP in high school, you may need to provide your most recent assessment and your current IEP.

**ADHD** documentation should include referral concerns, evidence of an early and current impairment, information relevant to testing, and a diagnosis, as well as a clinical interpretation and a rationale for the recommended accommodations.

A treating physician's, therapist's, or psychologist's report should be provided for those with a **psychological disability**. This document should include the diagnosis or impairment, when the diagnosis was made, when the student was last seen, if the student is still receiving care, the length and severity of the impairment, functional limitations, and recommendations for accommodations in the college environment.

For **other health impairments**, documentation should include a physician's report stating the diagnosis or impairment, when it was made, if the patient is still being seen and when, the length and severity of the impairment, the functional limitations, and recommendations for college accommodations.

Accommodations must be appropriate and effective for your situation. An effective accommodation will address your specific limitations caused by your disability.

Finally, understand that your school must provide educational accommodations at no cost to you.

**Accommodations the college will NOT provide:**

- Personal devices or personal care attendants
- Accommodations for personal use
- Assistance with homework
- Accommodations which fundamentally alter a school program, or that are unduly burdensome, administratively or financially
- Transportation
- Tutoring other than what is provided to all students
- Accommodations that are unreasonable

## Student Responsibilities

*Check off each responsibility  
when completed.*

- 1. Apply for Admittance**  
to the college you plan to attend.
- 2. Notify the Disability Office**  
if you will need any accommodations. Register with the disability services office at the school you will attend.
- 3. Provide Documentation.**  
It is the student's responsibility to provide professional documentation of his or her disability. The disability services staff will be able to tell you what types of documentation are required and will determine accommodations.
- 4. Self Advocate.**  
Meet your instructors and tell them about your disability and the accommodations provided by the disability services office.
- 5. Meet Academic and Conduct Standards.**  
Students with disabilities do not receive special treatment and must meet the essential requirements of a class or program.

---

Adapted from information developed by:  
Sean Lancaster and Daryl Mellard  
University of Kansas  
Center for Research Learning  
Division of Adult Studies

---

**This brochure is available in  
alternate formats upon request.**



Debbie Tillman, Director  
Office for Students with Disabilities  
Normandale Community College  
9700 France Avenue South  
Bloomington, MN 55431-4309

952/487-7035, Voice  
952/487-7032, TTY  
952/487-7031, Fax  
Debbie.Tillman@normandale.edu

**Normandale**  
*community college*

---

## Accommodations, Rights & Responsibilities of Students with Disabilities

---

A short guide to knowing and understanding the law and accommodations in the college setting.



**Normandale**  
*community college*