

Important Things to Know!

- **Students have the responsibility of disclosing their disability and providing appropriate documentation.** Students who do not have appropriate documentation should talk to DS staff for options.
- **Accommodations involve an interactive process between the student, Disability Services and appropriate faculty or staff.** It may be may be different than high school or what you've had in the past, so discuss with us!
- Some accommodations may require **additional time** to arrange (e.g., sign language interpreters, testing) Housing and assistive animals have specific deadlines as well!
- **Accommodations are not the only thing we do!** Disability Services can also help you organize your time, provide support and help you manage disability impacts.

For more information contact:

Disability Services 125 Kagin Commons

<https://www.macalester.edu/disabilityservices/>

disabilityservices@macalester.edu

MN RELAY: 711

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This brochure is available upon request in alternate format (electronic, accessible PDF, by contacting Disability Services).



Disability Services

MACALESTER
COLLEGE



Welcome!

Macalester is committed to providing an accessible education in compliance with all relevant federal and state laws, including section 504 of the Rehabilitation Act and the Americans with Disabilities Act. **Disability Services is available for any qualified, admitted student.**

Am I a “Student with a Disability”?

According to the Americans with Disabilities Act, an individual with a disability is a person who:

- 1) has a physical or mental impairment that substantially limits one or more major life activities, **or**
- 2) has a record of such an impairment, **or**
- 3) is regarded as having such an impairment.

Some examples of common disabilities (non-exhaustive list): physical or cognitive impairments, orthopedic, visual, speech, and hearing impairments; epilepsy, mental health disabilities, specific learning disabilities and spectrum disorders. (Office of Civil Rights, 2017)

Disabilities can also be temporary in nature (less than 6 months) or even chronic and episodic that come and go.

If a student is unclear if they have a disability, please meet with our staff for additional information or screening.

Documentation

Students with documentation should provide the most recent information possible, that states a specific disability, its impact and suggested accommodations from a qualified professional with knowledge of the disability. If a student does not have documentation, we can still help for a limited way/time.

Documentation from urgent care facilities, homeopathic or chiropractic providers generally does not meet this criteria.

What is a reasonable accommodation?

A reasonable accommodation is one that provides equal access to Macalester programs and services via academic adjustments, services and auxiliary aids but does not lower academic standards. For more information on this, please check out our website!

These adaptations are made on an individual (case-by-case) basis at no cost to the student. Students need to approve accommodations to be released to their professors for each class, EVERY semester. **Disability Services does not automatically send out plans in keeping with confidentiality requirements.**

A note about confidentiality:

Disability Services maintains confidentiality of disability information in accordance with

the ADA, FERPA and state and federal laws. **We do not disclose disability diagnosis without the consent of the student.**

How do I receive services?

- 1) **You, *the student*, should make contact with Disability Services.** Students are encouraged to talk with staff directly as college students are responsible for making all decisions related to academic adjustments or other accommodations. Although parents and staff can refer you, we need to meet with you!
- 2) **Create an Application and Student Profile in our Accessibility Information Management System (AIM).** Email or check out our website for info on this!
- 3) **Provide any documentation** of disability from a licensed practitioner early in the semester, or preferably, before the school year begins.
- 4) **Meet** with Disability Services for an intake and to develop a reasonable accommodation plan.
- 5) **Notify instructors** of your accommodation plan early in the semester and communicate often with Disability Services about your needs!

Our goal is to provide equal and support for students!

We are here to help!