#### **DIVISION OF STUDENT AFFAIRS**

DEPARTMENT OF DISABILITY RESOURCES



# **Working with Disabled Students**

Campus accessibility is a shared responsibility for the entire campus. Disability Resources (DR) partners with faculty and other colleagues across campus to provide an equitable learning environment for disabled students.

### Students' Role in the Process

Students self-identify that they have a disability and provide information to Disability Resources about the barriers that they face. They work with their DR Access Coordinator through an interactive process to determine appropriate accommodations. Students discuss how their accommodations can be provided in each class.

### **Instructors' Role in the Process**

Instructors should use the Minimum Syllabus Requirements template which is both accessible and includes the ADA syllabus statement. When presented with an accommodation letter, instructors should discuss students' accommodations with them and provide approved accommodations in a timely manner. If they have any questions about accommodations or how to provide them, they should contact Disability Resources. Instructors are responsible for maintaining students' confidentiality. They should also refer students who disclose that they have a disability to Disability Resources.

## Disability Resource's Access Coordinators' Role in the Process

Disability Resources Access Coordinators work collaboratively with students to verify the student's disability status and determine appropriate accommodations. They maintain documentation and records of student interactions with the office. They provide accommodations letters to instructors through the AIM portal if they are requesting accommodations. Disability Resources collaborates with faculty to resolve any issues with accommodations and develop creative strategies to provide access for students.

### **Frequently Asked Questions**

### Where Can I Get More Information?

- <u>Disability Resources Faculty Resource Guide</u>
- <u>Frequently Asked Questions</u> by instructors

### Who Do I talk to if I have questions?

- The Access Coordinator whose name is listed on the accommodations letter
- The Access Coordinator assigned to work with your college

### **Contact Information**

Disability Resources Main Office (979) 845-1637 <a href="mailto:disability@tamu.edu">disability@tamu.edu</a>

Disability Resources Testing Center (979) 862-4570 testadmin@tamu.edu