

University of Prince Edward Island	Policy Number: admss_gn10002	Revision No. 1
Policy Title: Academic Accommodations for Students with Disabilities		Page 1 of 4
Creation Date: February 4, 2002	Version Date: January 30, 2008	
Authority: Senate	Review Date: January 30, 2013	
Responsibility: Office of the Registrar and the Webster Centre		Access: W

1. Purpose

- 1.1 The University of Prince Edward Island, founded on the tradition of liberal education, exists to encourage and assist people to acquire the skills, knowledge, and understanding necessary for critical and creative thinking, and thus prepare them to contribute to their own betterment and that of society through the development of their full potential.
- 1.2 To accomplish these ends, the University is a community of scholars whose primary tasks are to teach and to learn, to engage in scholarship and research, and to offer service for the benefit of our Island and beyond. - UPEI Mission Statement
- 1.3 The University encourages the full participation of all students, including students with disabilities, as members of the University community, and strives to ensure fair and consistent treatment, and access to University services, programs and facilities for all.
- 1.4 Recognizing its moral and legal duty to provide academic accommodation, the University is committed to providing equal opportunities for students with disabilities, within a supportive and challenging environment and consistent with academic principles.

2. Scope

- 2.1 For the purpose of this policy, the term disability (or disabilities) shall refer to mobility, sensory, learning, and/or physical disabilities.
- 2.2 The Policy shall apply to:
 - all self-identified full-time or part-time students registered in credit or non-credit courses at the University of Prince Edward Island;
 - persons who have a disability and have formally applied to the University as prospective students.
- 2.3 The Policy shall conform with provisions of:
 - the Canadian Charter of Rights and Freedoms
 - the Prince Edward Island Human Rights Act.

3. Responsibility

- 3.1 The Office of the Registrar is responsible for decisions respecting admission to the University.
- 3.2 The Webster Centre is responsible for the coordination of accommodations for students with disabilities.
- 3.3 The Access-Ability Committee, reporting to the Director of the Webster Centre, advises the University community on issues pertaining to students who have disabilities.

4. Policy

- 4.1 The University of Prince Edward Island will undertake to provide reasonable academic accommodation to all otherwise qualified students who have a disability.
- 4.2 The provision of accommodations that permit students with a disability to access courses shall not in any manner reduce the standards, academic or otherwise, of the University.
- 4.3 Students with a disability at the University of Prince Edward Island who seek accommodations are responsible for bringing the request to the attention of the appropriate personnel in the Webster Centre and for providing the relevant documentation of their disability in a timely manner. Delays in notifying Webster Centre personnel may result in accommodation requests not being processed in time for the current term/course in which accommodation is sought.
- 4.4 Procedural guidelines have been developed which outline the process of reaching a reasonable accommodation with the participation of all relevant parties.
- 4.5 Admissions:
 - 4.5.1 Academically qualified students with disabilities, generally, will have access to the University's educational programs, facilities, and services.
 - 4.5.2 Students with a disability who meet the current admission requirements for entrance to the University of Prince Edward Island follow the current admission procedures.
 - 4.5.3 Students with a disability who do not meet the current admission requirements have the same recourse as other applicants in that they may appeal, through documentation, to the Admissions Committee. Decisions of the Admissions Committee are final.

4.5.4 Persons with a disability should recognize that admission to the University does not in and of itself guarantee that accommodation for a disability will be made.

4.6 Accommodations:

4.6.1 The University seeks to remove attitudinal and environmental barriers which may impede or prevent academically qualified students with disabilities from participating fully in University life. The University understands that persons with disabilities may have different methods for achieving success and acknowledges that performance is not inferior merely because it is different.

4.6.2 It is recognized that students with documented disabilities may require certain accommodations not required by other students in order to have an equal opportunity to demonstrate their achievement of academic objectives. Nevertheless, it is expected that students with disabilities will satisfy the academic standards of the University, as defined by the University.

4.7 Responsibilities of Students and of the University

4.7.1 A student with a disability at the University of Prince Edward Island who seeks assistance and/or accommodation shall:

- initiate contact with Accessibility Services on campus in a timely manner and make the nature of the disability and needs known;
- provide the necessary documentation. The University does not provide or assume the cost of diagnostic services;
- undertake a reasonable amount of self-advocacy, including discussing their situation with each instructor from whom accommodations may be requested in general.

4.7.2 The University has a responsibility to:

- ensure that persons with a disability are given equal consideration for admission;
- provide information and support for students with a disability;
- provide reasonable accommodations, up to the point of undue hardship, to otherwise qualified students with a disability;
- promote an attitude of respect within the university for persons with disabilities;
- review documentation to ensure that recommendations and decisions regarding accommodations are based on appropriate medical and/or psycho-educational information;
- maintain confidentiality of the information obtained

4.8 Appeals

- 4.8.1 Applicants should be aware that decisions of the Admissions Committee are final.
- 4.8.2 Students who believe they have not been treated fairly in accordance with this policy respecting academic matters should first discuss the matter with the instructor. Further appeals should be undertaken in accordance with Academic Regulation 30: Appeals.
- 4.8.3 Students who believe they have not been treated fairly in accordance with this policy respecting non-academic matters should first discuss the matter with the appropriate manager, dean, or department head. If a satisfactory resolution is not found, further discussion may be undertaken with due regard to the reporting line of the person or persons involved.

5. Review

This policy will be reviewed in full one year after it is approved, and no less than every five years thereafter.