



# ACCOMMODATIONS & YOU *[Faculty Summary Guide]*

Academic Accommodations due to a protected ground, including physical or mental disabilities, are a **HUMAN RIGHT**.

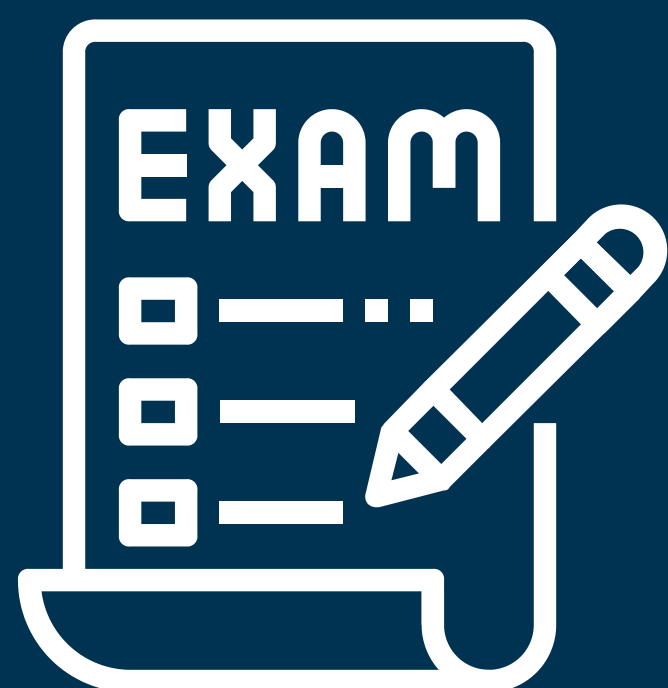
The academic accommodation process at MRU follows Policy 517, Academic Accommodations for Students Experiencing Disabilities and corresponding guidelines.

Students with accommodations are expected to meet the same academic standards as all students, although how they meet these standards may vary. Apart from their official accommodations, they should be treated like any other student.

For ANY questions or concerns, contact the student's Access Advisor.

# Notice of Accommodations

- 1 You will receive an email notifying you that a student has shared their accommodations with you.
- 2 Log into your Accommodate Faculty Portal. Review the students' accommodations and add your initials in the Acknowledgement box at the bottom.
- 3 Communicating with the student about their accommodations is encouraged. Some accommodations require discussion.
- 4 Provide specified accommodations. **Contact the student's Access Advisor if there are any questions or concerns.**



## Tests/Exams

If notified about an accommodated exam seating, send a copy of the test to AIS using your **secure faculty portal in Accommodate** (the database used by AIS).

# Faculty Rights & Responsibilities

- Upon notification of a student's accommodations, review the student's accommodations and provide an acknowledgement that you have reviewed them by inputting your initials in the provided space, regardless of whether you agree with the accommodations.
- Students understand their barriers best and it can be beneficial for you both to communicate about their needs and how they will be accommodated in your course. Some accommodations require a discussion to work out the details of how the accommodation will be implemented. These will be indicated in the accommodation description.
- Contact the student's Access Advisor to discuss concerns, if there are any.
- Accommodations cannot be denied unless it has been determined by a formal appeal.
- Direct students to AIS if an accommodation request is made but the accommodation is not listed for the student in Accommodate.
- Make every effort to develop an inclusive learning environment (e.g., provide clear information in the course syllabus and course policies regarding accommodations).

## Privacy & Confidentiality

- A diagnosis is considered private medical information under Human Rights Legislation. Under no circumstances should you ask a student to disclose their diagnosis.
- Encourage students to talk about the impact of their disability on their learning, rather than their diagnosis.
- Do not speak about a student's accommodations to or in front of others.
- If a student has recording as an accommodation, you should not inform anyone, even if you do not name the accommodated student.



# What if . . .

## **You suspect a student has disability-related barriers?**

Invite them to review on-campus services and to choose a support office/contact to begin a discussion of their concern (e.g., AIS, Wellness, Student Learning Services, Early Support)

## **A student discloses a disability?**

Encourage them to contact AIS. If they are already registered with AIS, encourage them to contact their Access Advisor

## **A student gives me a doctor's note for a limited illness?**

If a student has an illness unrelated to their disability (e.g., the flu or Covid-19), then a medical note for that illness is appropriate. Each academic area has its own policies and procedures regarding accommodation for illness or injury, please consult yours. AIS does not provide accommodations for students who are experiencing short-term illness; however, if the illness results in an ongoing or chronic condition, they may be referred to our office for support.

## **My course exam is online?**

If other students can write from home, so can students with test accommodations. You will be responsible for providing extended time. Students will be responsible for any required technology.

## **I have concerns about the academic performance of a student registered with AIS?**

All students are held to the same academic standards. Accommodations provide students with equitable opportunities but do not guarantee success. That said, encourage the student to contact their Access Advisor, as they may be eligible for additional accommodations and/or support services.



# Why don't . . .

All students provide notice of their accommodations at the beginning of the semester?

- Students can be diagnosed with a disability anytime, so registration with AIS continues throughout the academic year.
- Some students try to complete their academic work without accommodations until they realize they cannot do so.
- Other students fear the stigma of being known as a student experiencing a disability.
- Some students, including international students, may not initially realize they have a right to reasonable accommodations or be aware of AIS.

Language plays a powerful and important role in shaping ideas and perceptions. Sensitivity in how we present information relating to people experiencing disabilities can go a long way in overcoming the most difficult barrier to full integration and accepting attitudes. For suggestions on how to speak with people experiencing disabilities, chat with an Access Advisor.

For further information and details, including suggestions for communication and UDL resources on our [website](#).

[mru.ca/aisfaculty](https://mru.ca/aisfaculty)

Access & Inclusion Services - Y201

403.440.6868

[accessibility@mtroyal.ca](mailto:accessibility@mtroyal.ca)