

Whenever possible, students are expected to schedule their examinations with accommodations to be taken under the direct supervision of their instructors or the instructor's designee.

If this is not possible, the ASA office will help in making room arrangements for the student.

This will only happen after the student has contacted the instructor and they have discussed the situation and agreed what is necessary.

The ASA office will make arrangements only after they have been contacted by the student. **A minimum of one week advance notice is required for ASA to make arrangements for test administration. Do not assume we will automatically make arrangements if you have not contacted us.** Together we will determine a time and locate a site. You will be responsible for informing your instructor and asking them to provide our office with an exam. Everyone should make every effort to take exams either simultaneously with their class or within 24 hours of the test time. If additional allotted time will interfere with attendance of another class, other arrangements can be made for the exam. You are most welcome to make your arrangement directly with your professor and follow through in that manner. Please let the ASA office know this is how you plan to deal with your needs. The reason we expect exam completion within the time frame of the class, or shortly thereafter, is to allow timely feedback on exam results for all students.

The primary focus of allowing accommodations for students is to equalize the elements of the learning environment so all students have the same opportunity for success.

Our best wishes to you as you move through the challenging and exciting experience of veterinary education.

*Student Rights and
Responsibilities
Regarding
Accommodations for
Disabilities at the
College of Veterinary
Medicine*



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**University of Illinois College of
Veterinary Medicine**

Students' Rights and Responsibilities Regarding Accommodations at the College of Veterinary Medicine

The University of Illinois has a strong commitment to every student with regard to the principles of academic freedom, equality of opportunity and dignity. Decisions will be made based on individual merit and be free from invidious discrimination in all its forms.

The Office of Academic and Student Affairs (ASA) at the College of Veterinary Medicine will collaborate with you and the Division of Rehabilitation Education Services (DRES) to develop appropriate procedures and supports for the delivery of academic accommodations prescribed for your success. We also expect you to be proactive about your needs and to communicate with our office, DRES and your instructors as frequently as needed.

What is the University of Illinois obligated to do?

The University of Illinois is obligated to make reasonable accommodation for any diagnosed disability of a qualified student. It is the responsibility of the student to make their disability status and accommodation needs known to the appropriate University officials. At the College of Veterinary Medicine, the appropriate officials are the Associate Dean and/or the Assistant Dean in the ASA office.

What is a reasonable accommodation?

A reasonable accommodation is a reasonable modification in policies, practices or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the modification would fundamentally alter the nature of a University service, program or activity. Examples of reasonable accommodations include, but are not limited to:

- note taking services
- text conversion to alternative accessible formats
- audio and video tapes
- qualified interpreter services
- adjusting time on tests
- making facilities and/or programs accessible and useable

What do you do at the College of Veterinary Medicine if you suspect you may have a disability but it has not been officially diagnosed?

Our Associate Dean and/or our Assistant Dean will guide you to the appropriate agencies to seek information and help in determining if testing for a disability seems needed.

The ASA office would like students to know that once they have been diagnosed with a disability and a need for accommodation is established, it is the responsibility of our office and the student to plan for implementation of the accommodation.

What is the definition of a disability that qualifies for accommodations?

To be diagnosed as a person with a disability, the impairment must substantially limit one or more major life activities. Examples of major life activities include walking, speaking, breathing, performing manual tasks, seeing, hearing, learning, caring for oneself and working.

The largest arena of accommodations that the Col-

lege of Veterinary Medicine has provided is the area of learning. Because veterinary students are exceptionally bright and capable, a learning disability may have gone undiagnosed until reaching the enormously rigorous curriculum at the CVM. Many students may have created "self-accommodation" that was effective. But the veterinary curriculum may be just that much more challenging and true accommodations for the disability may finally be needed. For further information about disability-related procedures and/or environmental adjustments please go the following website: <http://www.rehab.uiuc.edu>.

What are the student's responsibilities regarding special accommodations?

Once a disability has been diagnosed a letter will be provided to the ASA office. You are then eligible to receive the recommended accommodations to facilitate your coursework and/or examinations. A notification of your eligibility will be sent to all of your instructors. It is expected you will personally discuss your individual needs with each instructor once they have been informed by ASA.

