Students' Rights

- Hunter College will comply with Section 504 of the Rehabilitation Act and ADA of 1990 to provide equal access to its programs and services for students with disabilities.
- No otherwise qualified person with a disability shall solely, because of the disability, be denied access to programs and services.
- The Office of AccessABILITY will work with each student to identify and provide appropriate and reasonable accommodations.
- Reasonable accommodations will be authorized for all students upon presentation of current documentation of disability consistent with guidelines. All records documenting students’ disabilities will be kept confidential.
- A counselor will be assigned to the student.
- Students with disabilities will be referred for additional services available on the campus.
- Upon request, the program will provide information in accessible formats to students with disabilities, as supported by documentation.
- Provide or coordinate reasonable accommodations for students with disabilities in courses, programs and services.
- Maintain appropriate privacy of records and communications in regard to students with disabilities, except where permitted or required by law.
- A grievance procedure is available to assist in resolving disputes arising in the process of determining eligibility and reasonable accommodations.

Students' Responsibilities

- Meet academic and technical standards for admission or participation in the college’s educational programs, services or activities.
- Identify as an individual with a disability through the Office of AccessABILITY when an accommodation is needed, and to seek information, counsel and assistance via this office as necessary.
- Students who are requesting reasonable accommodations based on qualified disabilities must identify themselves as having a disability by making an appointment with the Office of AccessABILITY to discuss reasonable accommodations.
- It is the responsibility of each student to obtain and provide documentation to the Office of AccessABILITY in accordance with University’s guidelines. Guidelines are available program website.
- The required documentation and request for accommodations must be made with sufficient time for the program to arrange accommodations. It may take at least two weeks for the college to implement accommodations such as Reader, Note Taker, Sign Language Interpreter, CART Services, etc.
- Students must obtain an ACCOMMODATION CARD from Access Center (300N) following registration with the program for self-identification purposes.
- Students must present the ACCOMMODATION CARD to instructors in a timely manner and work with each instructor to arrange the requested accommodations.
• Students must report to the Office of AccessABILITY, in a timely manner, any problems that arise with respect to the provision of reasonable accommodations.
• Students must adhere to all college policies, including, but not limited to, the student code of conduct.

Faculty and Staff Responsibilities

• Integrate accessibility into the planning process for departmental facilities, programs, activities, and services.
• Provide access for students with disabilities to programs, services, activities, and facilities of respective department.
• Seek guidance from Office of AccessABILITY to identify resources available to provide access.
• Provide printed material for classroom instruction in alternate format, if requested; non-academic departments should indicate in program publications, brochures, etc. that alternate format is available upon request.
• Utilize, and be responsive to the use of, assistive equipment/technology or modifications that will facilitate effective communication for students with disabilities.
• Include a statement on each course syllabus regarding referral and accommodation requests.
• Refer students to Office of AccessABILITY if they are experiencing academic difficulty or need access, should circumstances indicate a referral would be appropriate.
• If the disability is visible and you are awaiting official notification of needed accommodations, provide assistance as appears appropriate during the interim.
• Contact Office of AccessABILITY for clarification when questions arise regarding accommodations.