

FACULTY AND STAFF HANDBOOK

Factors, Rights, and Responsibilities of Students and of Duke University

Factors at the Post-Secondary Level:

- Rehabilitation Act of 1973
- Americans with Disabilities Act (ADA)
- Disability Management System--Student Access Office (SAO) Procedures

Responsibilities of Students with Disabilities:

- Meet qualifications
- Self-identify
- Provide documentation
- Follow established institutional procedures (see procedures for requesting procedures for consideration for reasonable accommodations)
- Request accommodations each semester in a timely manner by meeting with his or her Disability Specialist/Liaison.
- Notify his or her Disability Specialist/Liaison if there are difficulties securing accommodations or with the quality of the accommodations.

NOTE: Receiving services or accommodations at the high school level, at another college or university, or testing agency does not necessarily mean that Duke University will conclude that the student is disabled and/or agree to provide the student with the same services or accommodations received at other educational institutions.

Rights of Students with Disabilities:

- Equal access to courses, programs, services and activities
- "Reasonable" accommodations
- Right to File a Grievance/Complaint

Responsibilities of the University:

- Give notice of available services
- Ensure that programs, services, and activities when viewed in their entirety are accessible
- Explore and provide appropriate reasonable accommodations
- Ensure that all information will be maintained and used in accordance with applicable confidentiality requirements

Rights of the University:

- Identify and establish core competencies and technical standards
- Request and receive current documentation
- Determine reasonable accommodations
- Deny a request for accommodations or change an accommodation that is listed on the signed Accommodations Agreement in specific situations when an accommodation would change the fundamental nature program and/or pose an undue burden.