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Title:	Inclusion of Students with Disabilities

GUIDING PRINCIPLE

The New Brunswick Community College - Special Operating Agency (NBCC - SOA), hereafter called "The Organization" acknowledges that the fundamental requirement for successful inclusion of students with disabilities is recognizing that they are individuals with rights and responsibilities equal to those of other students.

In the application of this policy, the Organization acts in accordance with the New Brunswick Human Rights Code, and the Canadian Charter of Rights and Freedoms.

POLICY STATEMENT

The Organization encourages, creates, and maintains a barrier-free environment insofar as its finances and resources allow. Barriers to access may be architectural, psychological, or systemic, but are not limited to those three types.

The Organization is responsible to provide, upon request from students with disabilities, reasonable and appropriate academic accommodations. Factors such as maintenance of academic standards, public or personal safety, and financial constraints will come into consideration under those circumstances.

In the same way, the Organization is responsible to provide reasonable and appropriate service accommodations.

The Organization informs its staff, prospective applicants, students, and the community about the services available to students with disabilities.

The Organization also makes sure that its employees and all committee members in contact with students having disabilities are well informed about the policy and the

needs of individuals with disabilities.

On their part, students with disabilities who require academic or service accommodations must identify themselves to the College Admissions Service (CAS) at the time of their admission or to the campus Student Services Office in a timely manner, so that the campus can assess, plan, and implement appropriate accommodation and support services. Students must also provide the Student Services Office at their campus with appropriate documentation or written proof of disability from a qualified professional. They are encouraged to work closely with this unit so that their needs for academic and service accommodations can be met.

Students with disabilities who believe they have been treated unfairly may use the appeal mechanism at their respective campus to voice their concerns. If a student is not satisfied with a decision made by the campus's appeal committee, he/she may appeal to the provincial review committee chaired by the NBCC College Executive Director. This committee will review the appeal and the decision of the campus appeal committee in question.

Students with disabilities

The organisation acknowledges that an individual may have more than one type of disability and may therefore belong to more than one category. There are also differences with regard to the type and severity of the disability and its effect on the individual.

Definitions

Disability:

Any type of mental or physical disability as defined in the New Brunswick Human Rights Code. Most disabilities could be grouped under the following general categories and the examples given are not intended to be an exhaustive list:

Physical and/or Mobility Disabilities

For ex. : Paraplegia, quadriplegia, amputations, chronic back pain, and other various neuromuscular conditions that limit personal mobility and/or endurance and may require the use of mobility aids such as wheelchairs, braces, canes, etc.

Learning Disabilities:

For ex. : Dyslexia, dysorthography, dyscalculia, etc.

Psychiatric/Psychological Disabilities:

For ex. : Schizophrenia, bipolar disorder, obsessive-compulsive disorder, post-traumatic stress syndrome, etc. Some of these conditions can be chronic or episodic in nature.

Blind or Visually Impaired:

There can be a range of vision problems from total blindness to various degrees of

vision problems.

Deaf or Hard of Hearing:

For ex. : Deaf or able to hear with the use of a hearing aid, an FM system, a cochlear implant, etc.

Other Chronic Disabilities

For ex. : Intellectual disability, attention deficit disorder, brain injury, Crohn's Disease, epilepsy, diabetes. speech impediments, alcohol and drug addiction, etc

Responsibilities of the organisation towards students with disabilities

Provide reasonable and appropriate academic accommodations when requested by students with disabilities. The NBCC College may consider the following factors when assessing academic accommodations:

- the need to maintain the College's academic standards;
- the existence of a public safety risk or a substantial risk of personal injury to the student with a disability;
- whether a reasonable accommodation can be made within the College's budget or through external funding sources.

An academic accommodation is a modification or expansion of the campus's instruction or evaluation strategies designed to accommodate the particular needs of a student with a disability.

Academic accommodations may include, but are not limited to, the following:

- Testing
 - extra time
 - distraction free room
 - reader/scribe
 - Adaptive technology
 - Note takers
 - Interpretation services
- Provide reasonable and appropriate service accommodations when requested by students with disabilities. In identifying such accommodations, the campus may take availability of resources into account.

A **service accommodation** is a modification or increase in resources or services offered by an NBCC campus to accommodate the particular needs of a student with a disability. Service accommodations may include, but are not limited to, the following:

- College orientation
- Assistance during registration

- Assistance at the library
- Assistance at the bookstore
- Alternative-format documents
- Tutoring services
- Proof reading services

Responsibilities of students with disabilities

Students with disabilities who require academic or service accommodations must:

- Identify themselves to the Student Services Office at their campus or to the College Admissions Service (CAS) during admissions prior to registration or in a timely manner.
- To help the campus assess, plan and implement support services and appropriate accommodations, students may identify themselves and specify their particular needs by using the form available on the NBCC College Web site at www.nbcc.nb.ca. Students can also find the form in the NBCC College Calendar or included with their letter of acceptance from the NBCC College.
- Meet with the campus Student Services representative, and in some cases with a committee, to discuss the recommended academic and service accommodations.
- Maintain regular contact with the Student Services representative during their training period. Students who acquire a disability, either temporary or permanent, and students with disabilities whose state of health changes significantly during their studies at the NBCC College are encouraged to contact College Student Services as soon as possible to discuss their needs.

Documentation

To assist Student Services with the identification and implementation of appropriate academic and service accommodations, students with disabilities are required to provide appropriate documentation or written proof of disability from a qualified professional, clearly indicating the nature of the disability. Qualified professionals may include, but are not limited to, family doctors, psychiatrists, psychologists, and school psychologists. It is strongly recommended that the recent documentation provide a list of suggested academic accommodations.

It should also be noted that the documentation or proof of disability is helpful, and indeed often necessary, when applying for external funding (for example, the Canada Study Grant (CSG) for Students with Permanent Disabilities).

SUGGESTION BOX

Your suggestions for improvement to this document and/or its content

CONTROLLED REFERENCE DOCUMENTS

Num	Document Name	Type	Document Custodian	Document Reviewer(s) Stakeholders	Document Approver
Org-4105	Admissions	Policies	Provincial Management Representative		Assistant Deputy Minister
NBCC-4207.004		Procedures	Provincial Management Representative		NBCC Executive Director

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