

## **ACCOMMODATIONS FOR THE DISABLED**

Sullivan College of Technology and Design supports the tenets and spirit of the Americans with Disabilities Act (ADA). Facility accommodations include special parking facilities, ramped entrances, and accessible water fountains and restroom facilities. It is the responsibility of the student to inform the College and provide current documentation of any disabilities, physical and/or mental, which might in any way affect the student's academic progress. Sullivan College of Technology and Design will make reasonable accommodation to meet the needs of any student with a disability.

It is the responsibility of every student, faculty, and staff member of the College to assure compliance in all College operations and provide a welcoming environment for persons with disabilities. The Evening Division Dean will monitor compliance and assist all personnel in meeting their equal opportunity obligations. The Student Services Department will assist the College in coordinating support services for students with disabilities.

If a student needs course adaptations or accommodations due to a disability, has emergency medical information, or needs special assistance in case the building must be evacuated, the student must make an appointment with the Evening Division Dean or Academic Dean no later than the first week of each quarter to coordinate accommodations.

A valid, state-issued, handicapped parking identification, in addition to the required school parking permit, must be displayed by any vehicle parked in the handicapped parking areas.

If a student has a grievance regarding the College's accommodations for physical or learning disabilities, he/she should discuss the matter with the Academic Dean. If further action is deemed necessary, the student and the Academic Dean will also address it with the Executive Director of the College. If still further action is required, the student may file a written grievance with the Executive Vice-President by mailing it to:

Executive Vice-President  
The Sullivan University System, Inc.  
P.O. Box 33-308  
Louisville, KY 40232

If the student does not feel that the College and The Sullivan University System have adequately addressed a grievance, he/she may finally contact the U.S. Department of Education's Office of Civil Rights.