

Student Rights and Responsibilities

An Academic Accommodation Plan (AAP) is a plan to address your individualized needs as a student with a disability. The AAP identifies support services that are agreed upon by both you and a DRC Access Specialist as necessary to meet your specific educational needs. An AAP must be established upon initiation of DRC services and can be modified by you and a DRC Access Specialist upon review of services and disability-related needs.

DRC STUDENT RIGHTS

According to the CSU Chancellor's Office - Policy addressing accommodations and support services for students with disabilities: Policy for the Provision of Accommodations & Support Services to Students with Disabilities the Rehabilitation Act of 1973 (Section 504), and The Americans with Disabilities Act of 1990 (ADA), you have the right to:

- Receive reasonable academic accommodations based on your educational barriers in order to have access to activities, programs, and services. College faculty and staff shall not automatically reject an accommodation (There are three kinds of accommodations that are not considered reasonable: (1) It is not a reasonable accommodation if making the accommodation or allowing participation poses a direct threat to the health or safety of others; (2) It is not a reasonable accommodation if making the accommodation means making a substantial change in an essential element of the curriculum (educational viewpoint) or a substantial alteration in the manner in which you provide your services; and (3) It is not a reasonable accommodation if it poses an undue financial or administrative burden.) unless identified accommodations have been determined to lower academic standards or otherwise fundamentally alter the nature of the program in question.
- Your participation with the DRC shall be entirely voluntary.
- Equal access to courses, programs, services, jobs, activities and facilities offered through the University.
- All records maintained by DRC personnel pertaining to your disabilities shall be protected from disclosure to unauthorized parties and shall be subject to the Family Educational Rights and Privacy Act (FERPA) requirements for handling of student records. Portions of the information you present to the DRC may be shared with the CSU Office of the Chancellor or other state or federal agencies; however, disclosure to these parties is made in strict accordance with applicable statutes regarding confidentiality, including FERPA.
- To receive information, reasonably available in accessible formats
- If you wish to file a formal complaint or grievance regarding discrimination on the basis of disability, you should follow the Student Policy and Procedures for Resolving University 504/ADA Accommodation Disputes

DRC STUDENT RESPONSIBILITIES

As a student receiving DRC services, have the following responsibilities:

- To meet qualifications and maintain essential institutional standards for courses, programs, services, jobs, activities and facilities

- To meet with a DRC Access Specialist to complete an Academic Accommodation Plan;
- To notify instructors of approved accommodations by sending faculty notification letters at the beginning of each quarter to every course in which I plan to use accommodations (this letter must be sent via the DRC Student Accommodations Portal prior to using accommodations in my classes). Accommodations are not retroactive and will only be from the date the letter is sent; so please send accommodation letters as soon as possible
- To proactively communicate with faculty in a timely manner when you have specific accommodation needs and requests
- To notify DRC in advance of any absences from class or appointments if you are using interpreters transcribers, and/or other assistants (failure to notify DRC might result in the loss of services)
- To notify your DRC Access Specialist immediately if an accommodation is not being provided and/or denied
- To return any equipment on loan from the DRC at the end of each academic year or at the time of degree conferral (if the equipment is not returned, you will be held responsible for replacement costs)
- To maintain behavior appropriate in an educational setting
- To abide by the Student Code of Conduct and the Academic Honesty policy.

STUDENT CODE OF CONDUCT AT CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO (BOARD POLICY 6200)

You are held individually responsible to abide by the information contained in the California Polytechnic State University, San Luis Obispo Catalog and by the Student Code of Conduct. Failure to read and comply with college regulations will not exempt students from whatever penalties they might incur.

You are expected to conduct yourself in an acceptable manner while on campus and when representing California Polytechnic State University, San Luis Obispo in any off-campus activity. Specific rules and regulations and applicable penalties for violation of the Student Code of Conduct (Ed Code 66300) are available in the Office of the Dean of Student Services at any time. You have the responsibility of being aware of the College regulations.

ACADEMIC INTEGRITY AT CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

The Standards for Student Conduct Title 5.2 §41301 published in the California Code of Regulations defines dishonesty as:

- a) Cheating, plagiarism, or other forms of academic dishonesty that are intended to gain unfair academic advantage.
- b) Furnishing false information to a University official, faculty member, or campus office.
- c) Forgery, alteration, or misuse of a University document, key, or identification instrument.
- d) Misrepresenting oneself to be an authorized agent of the University or one of its auxiliaries.

Such behavior shall be reported to the appropriate faculty member who will then comply with Academic Senate Resolution 722-10 - Procedures for handling cases involving alleged cheating and plagiarism.

If you fail to follow the written policies and procedures for DRC services, the DRC Director will notify you in writing that you are in violation of the DRC policies and procedures you will be invited to discuss the issue in a meeting with the DRC Director.

By signing below I agree that I have reviewed this page of the DRC Student Rights and Responsibilities. I acknowledge and agree that the Academic Accommodation Plan was developed in a deliberative and collaborative process with my DRC Access Specialist.

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