

OVERVIEW OF DISABILITY SERVICES PROCEDURES

Instructions for Student:

Any qualified student with a disability requesting reasonable accommodations at Charleston Southern University will need to:

Complete an Accommodations Request Letter (see “Suggested Format for ARL”, p. 4)

Current and appropriate documentation of disability (see “Guidelines for Documentation of a Disability, p. 2 & 3)

The director will submit your documentation to the Special Needs Committee (SNC) for review.

Once the committee has reviewed your documentation, Disability Services will send you an official Accommodations Letter that outlines the decision of the SNC.

If you receive accommodations, you will be responsible for presenting the official Accommodations Letter to instructors in whose class you plan on utilizing approved accommodations.

If you need assistance in approaching your instructors or are unsatisfied with the decision of the SNC, please contact the Director of Disability Services.

You will be responsible each semester for approaching the necessary instructors.

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Integrating Faith in Learning, Leading and Serving