

## **ADA STATEMENT & SUPPORT**

It is the policy of the University of Mobile to provide reasonable accommodations for persons with disabilities as defined in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The University coordinates support resources for students with disabilities and is an accommodation resource for faculty and administration. Eligibility for service requires that prior documentation of the disability be reviewed and accepted by the disabilities coordinator.

[American's With Disabilities Act](#)

## **SERVICES FOR STUDENTS WITH DISABILITIES**

### **QUESTIONS FREQUENTLY ASKED**

The University of Mobile complies with all applicable federal and state non-discrimination laws and does not engage in unlawful discrimination on the basis of race, color, national or ethnic origin, sex, age, or disability in provision of services.

1. How does the Student Support Services Office support students with diagnosed disabilities?
  - The Student Support Services Office, located in the Student Success Building, provides necessary assistance and information to faculty and staff for students with disclosed documented disabilities.
  - The Student Support Services Office works closely with faculty and staff in an advisory capacity and assists in the development of reasonable accommodations that allow students with disabilities to participate in programs offered on campus.
2. What is the responsibility of students with documented disabilities?

**It is the responsibility of the student to:**

  - Notify the Student Support Services Office of request and submit necessary professional documentation by completing Confidential Self-disclosure form.
  - Student will provide professional provider's email address, name, and phone number on Confidential Self-disclosure form.
  - Submitting Confidential Self-disclosure form serves as students signature, authorizing release of information from professional provider
  - Submitting Confidential Self-disclosure form authorizes the Student Support Services Office to release necessary accommodation information to faculty and staff.
3. Is there a specific range of time on documented disability information?
  - Testing documentation must be no later than 5 years old.
4. Are there any special considerations/procedures during the admission process at the University of Mobile?
  - Students with disabilities are admitted under the same standards as all students. Specific standards are listed in the current catalogue.
5. How are accommodations for students with disabilities handled?

**Follow these five steps to register for ADA services in the Student Support Services Office:**

- Read the Documentation Guidelines below. These guidelines apply to ALL students
- Complete the [Confidential Self-disclosure Form](#)). You may obtain a hard copy from the Student Support Services Office.
- A qualified and licensed physician, psychiatrist, social worker or other health professional who is unrelated to the student must complete the documentation form and submit supporting documents to the Student Support Services (SSS) office via email, U.S. mail, or hand delivery.
- Students should contact the SSS Coordinator for an appointment. Students should be prepared to discuss the nature of their disability, the impact their disability has on their learning, and the accommodations needed to help meet their academic goals with the ADA Coordinator and their professors.
- It is the student's responsibility to meet with their course instructors at the beginning once accommodations have been approved. The student should discuss strategies for the implementation of accommodations that are applicable for each class.

**Note: Students, professors, and staff receive an electronic notification once eligibility is determined.**

### **Documentation Guidelines**

**Initiating Services:** Unlike high school, where students are automatically provided with testing and accommodation services, on the college campus it is the student's responsibility to self-disclose and to provide documentation in order to receive accommodations. The laws that govern the K-12 environment are not the same as those that govern the college environment.

### **Documentation**

In order for Student Support Services (SSS) to remit services, all students are responsible for obtaining and submitting proper **documentation of their disability in accordance with** the University of Mobile's Documentation Guidelines. This documentation must come from an appropriate professional. Student Support Services Office reserves the right to request additional documentation if the information provided is incomplete or inadequate. All documentation submitted to SSS is confidential.

Students diagnosed with a disability who request services or accommodations are required to provide appropriate and current documentation. In the case of multiple disabilities, students must provide documentation for **each disability** for which accommodations are requested. Prior documentation such as an Individualized Education Program (IEP) or a history of receiving accommodations from a former school does not necessarily validate the need for services or continuation of accommodations at the university level. This history can, however, be attached to the current documentation as part of a comprehensive assessment battery. The determination of reasonable accommodations on campus is based on satisfying the documentation guidelines outlined below and a clear demonstration of the functional limitations on the student's performance in an academic setting. These guidelines apply to disabilities recognized by the Americans with Disabilities Act (ADA). Specifically:

- Professionals conducting an evaluation must be qualified to conduct an assessment, render a diagnosis relating to the specific disability and make recommendations for reasonable accommodations for adults. Examples of professionals considered to be qualified to evaluate students with disabilities might include but are not limited to, physicians, clinical or educational psychologists, neuropsychologists, and learning disability specialists with training and experience in the assessment of learning problems in adults
- A qualified professional should conduct the evaluation and provide his/her name, title, professional credentials, including information about state licensure or certification number

- The evaluation should include the diagnosis and be dated. The document must include the original signature of the professional responsible for the assessment of functioning
- The evaluation must be current. Disabilities may change in severity over time and documentation should support current accommodation needs
- Recommendations and rationale for accommodations and/or assistive technology must be based on the analysis of the functional impact of the diagnosis
- Services, accommodations, and/or assistive technology will be determined on an individual basis upon documentation review
- The Student Support Services Coordinator will review the request and work with faculty and staff as appropriate. When third party documentation is submitted, University of Mobile reserves the right to verify the credentials of the qualified professionals and the authenticity of the documentation
- Once documentation has been received and approved, the student will receive an electronic notification from the Student Support Services Coordinator to discuss completing the accommodation process
- Academic accommodations are approved on a case-by-case basis

Insufficient documentation may result in the delay of services and accommodations.

In compliance with FERPA and the ADA, documentation submitted to the Student Support Services Office is confidential and will not be shared with other internal departments or external entities without prior written consent.

**For additional information contact:**

**University of Mobile - Student Support Services Office**  
**Attn: Anna Meherg**  
**5735 College Parkway**  
**Mobile, AL 36613**  
**(251) 442-2284**

### **SERVICES FOR STUDENTS WITH DISABILITIES**

#### **Students with Disabilities (Student Success Building)**

It is the policy of the University of Mobile to provide reasonable accommodations for persons with disabilities as defined in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The University coordinates support resources for students with disabilities and is an accommodation resource for faculty and administration. Eligibility for service requires that prior documentation of the disability be reviewed and accepted by the disabilities coordinator.

It is the responsibility of the student to exercise initiative in identifying and obtaining support services. In order for Student Support Services (SSS) to remit ADA Services, all students are responsible for obtaining and submitting proper **documentation of their disability in accordance with** the University of Mobile's Documentation Guidelines. This documentation must come from an appropriate professional. The Office of Student Support Services reserves the right to request additional documentation if the information provided is incomplete or inadequate. All documentation submitted to SSS is confidential. The student is responsible for notifying the Student Support Services Office of his/her request and submitting necessary professional documentation by completing the [Confidential](#)

[Self-disclosure Form](#). Student will provide professional provider's email address, name, and phone number on Confidential Self-disclosure form. The submitted [Confidential Self-disclosure Form](#) serves as student's signature, authorizing release of information from professional providers. The submitted [Confidential Self-disclosure Form](#) also authorizes the Student Support Services Office to release necessary accommodation information to faculty and staff.

Students should contact the Student Support Services Coordinator for an appointment. Students should be prepared to discuss the nature of their disability, the impact their disability has on their learning, and the accommodations needed to help meet their academic goals with the ADA Coordinator and their professors.

The student must notify the Student Support Services Coordinator if he/she determines that accommodations need to be modified.

Students, professors, and staff receive an electronic notification within 48 hours, once eligibility is determined.

Students will be able to obtain letters for course instructors within 48 hours of request once official documentation has been received and approved.

It is the student's responsibility to meet with course instructors at the beginning of the each semester. The student should provide information regarding his/her disability and to discuss accommodations and strategies that will be appropriate for each class.

**For additional information please refer to the [ADA Statement and Support for Students with Disabilities](#) or contact the Student Support Services Coordinator – Anna Mehard at 251.442.2284 or email [ameherg@umobile.edu](mailto:ameherg@umobile.edu).**

***The Student Support Services Office will provide supportive assistance when requested by the student.***