



Sinclair Accessibility Services FAQ:

Faculty Edition

What should I do if I receive a student Self-ID letter from Accessibility Services?

You have the responsibility to provide approved accommodations listed on the self-id letter in a reasonable and timely manner. The specific accommodation determines the amount of involvement required.

What is an accommodation?

An accommodation is the modification, adjustment, or elimination of a barrier to a program or service that enables an individual with a disability to participate on an equal basis.

What if you suspect a disability?

Share your concerns with the student regarding his or her performance. If the concern seems disability-related, ask if the student received extra help in high school. If it seems appropriate, refer the student to AS for further discussion and guidance. It is the student's decision to disclose their disability to Accessibility Services in order to receive accommodations. Another approach is to refer students to a variety of support services and include Accessibility Services.

What if a student ask for accommodations, but does not present a Self-ID letter from Accessibility Services?

If a student requests an accommodation without presenting a Self-ID letter from Accessibility Services, please refer the student to our office. If the student is already registered with AS, a request for Self-ID letters for that semester needs to be made. If the student is not registered with AS, the process to become registered may take some time.

What if a student discloses a disability to me?

Ask to see the self id letter from AS. This letter describes the accommodations that the institution is legally mandated to provide. During office hours or other appropriate time, discuss the letter and accommodations with the student. Students must present a Self-ID letter from AS to receive accommodations

What if I have a question about the appropriateness of an accommodation?

Questions regarding the appropriateness of an accommodation should be directed to the Accessibility and Counseling Manager or an Accessibility Services Counselor.

Who is eligible for accessibility services?

Students with a disability that substantially limits one or more major life activities such as learning, hearing, attention, and vision are potentially eligible for accommodations through Accessibility Services. Students requesting services and accommodations are required to register with AS by submitting documentation of disability from an appropriate professional.

