Admissions & Academic Policy Committee
Proposal

Proposed Change: Establish Standards for Course Substitutions as an Accommodation

Submitted: October 27, 2010
Submitted by: Testing and Disability Services

The Department of Testing and Disability Services offers for consideration the following policy change:

Establishment of Standards for Course Substitutions as an Accommodation

CURRENT POLICY: NKU does not currently have a policy or standards that address course substitutions as an accommodation.

PROPOSED POLICY:

Students with disabilities are expected to complete all academic/degree requirements necessary for graduation at Northern Kentucky University. Requests for course substitutions will be forwarded to the appropriate Department Chair, provided that the documentation of the student’s disability supports such a request. Disability Services can only support the student’s request for a course substitution; it cannot be mandated if the substitution alters the integrity of the academic program or there is not a feasible alternative to the course. Course adaptation or academic accommodations must be considered before a substitution is granted.

Substitutions cannot be made for certain courses that are considered essential to any degree or major. The university is not required to provide accommodations that would fundamentally alter the degree requirements of a particular program

RATIONALE:

Section 504 of the Rehabilitation Act [504.1044.44 (a)] specifically states that “substitution of specific courses required for the completion of degree requirements” is a legitimate academic adjustment. The Code of Federal Regulations [34 C.F.R. Sec. 104.44(a)] also states that modifications will be made that are necessary to ensure that requirements do not discriminate against qualified applicants. Possible modifications include substitution of specific courses required for the completion of degree requirements. Such accommodations are made only when it is clear that the student’s disability makes completion of the requirement impossible and that such an accommodation does not alter the integrity of the academic program. Failure to comply with federal regulations could result in restitution and loss of federal funding, including federal financial student aid.
IMPLEMENTATION:

Student requesting the course substitution must present documentation of a disability which supports such a request. Disability Services will discuss guidelines for course substitutions with student requesting review. Disability Services will forward the student’s request to the Department Chair as appropriate to the course subject and major of the student. The Department Chair will then contact the appropriate academic dean for a decision regarding the substitution of a specified course.