

Office for Students with Disabilities & Deaf Services
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RIGHTS & RESPONSIBILITIES

Student's Rights & Responsibilities

In addition to reasonable accommodations, students with disabilities and Deaf/Hard of Hearing students have the right to:

- Dignity and Respect
- Equal access to a fully integrated educational experience and the programs, services, jobs, and activities of the college
- Non-discrimination
- Confidentiality - disability documentation is strictly confidential and is not shared with anyone without the written permission of the student

Students have the responsibility to:

- Meet college qualifications and maintain college standards and requirements for programs & services
- Follow the published policies and procedures of OSDDS and the College
- Abide by the College's Code of Conduct
- Coordinate outside resources
- Present the Accommodation Agreement (AA) to faculty/staff in order to receive accommodations

Faculty/Staff Rights & Responsibilities

Faculty/Staff have the right to:

- Determine essential course requirements
- Develop course content, syllabi
- Define course grading standards

Faculty/Staff have the responsibility to:

- Read and follow accommodation agreements carefully
- Keep the AA in a secure location
- Contact the assigned OSDDS Specialist listed on the AA
 - If you believe the requested accommodations will fundamentally alter an essential requirement of your course, or pose a health, safety risk, or an undue hardship
 - To recommend or consult about an accommodation that is not addressed

HCC's Rights & Responsibilities

HCC has the right to:

- Establish academic degree and course requirements and determine the essential standards for these programs
- Request and receive proper documentation of an individual student's disability from a credentialed professional, as outlined in the Americans with Disabilities Act Amendments Act of 2008 (ADAAA)
- Deny a request for an accommodation
 - Where documentation of disability is not provided
 - A reasonable request timeline is not adhered to
 - The requested accommodation poses a health or safety risk
 - The requested accommodation imposes an undue burden or fundamental alteration to a program, service or activity

HCC has the responsibility to:

- Provide equal access to all college programs and services, courses and activities
- Practice non-discrimination in accordance with state and federal laws
- Ensure classroom materials, videos, exams and websites are fully accessible
- Maintain confidentiality of records and communications according to FERPA

OSDDS is the College's site for maintaining confidential documents related to the student's disability.

ADA Compliance Officer

HCC's ADA Compliance Coordinator is responsible for assuring that HCC complies with the Americans with Disabilities Act in all programs and services. If you have a concern related to an access issue that is not resolved by the OSDDS you may see the HCC's ADA Compliance Coordinator, Yanina Vargas, Vice President Student Affairs, yvargas@hcc.edu, 413.552.2231 in Frost 224.