



Student Responsibilities

UNMC provides reasonable accommodations for students who have completed the accommodation request process and been approved based on their needs. The Accessibility Services Center (ASC) has established accommodation-related procedures to ensure students understand their responsibilities. Please review and familiarize yourself with the following accommodation procedures below.

Signature & Date: _____

Acknowledge your understanding of these student responsibilities by initialing after each section:

Program Notification of Approval/Accommodation Change

- I understand that the ASC will send my accommodation to my program director and necessary program staff as outlined in my initial intake meeting via emailed communication.
- I understand that this official communication from ASC will not disclose any disability-related information other than the information shared on the accommodation plan.
- I understand the difference between didactic and clinical accommodation plans, and it is my responsibility to request those plans.
 - Didactic accommodation plans are conventionally applicable for the duration of the didactic coursework in the classroom and lab-related settings, ensuring the fundamental course objectives are reasonably met.
 - Clinical accommodation plans are short term or duration or the clinical experience, focusing on the skill or nature of the clinical setting and ensuring needs are met at the particular site.

Student Initials: _____

Student Notification to Program & Using Accommodations

- I understand that it is my responsibility to send my accommodation to each faculty member for each course—each semester, I plan to use my accommodations.
 - The ASC recommends sending an email to your faculty and attaching your accommodation plan.
 - If a face-to-face conversation occurs, it is best to always follow up with an email summary for documentation purposes.
- I understand that it is my responsibility to reach out to my faculty to discuss the implementation of my accommodations. I will copy the ASC if I would like them to attend any of those meetings with my faculty.
- I understand that I will make timely requests when discussing implementation with my faculty, timely meaning can take up to 2 weeks for implementation to be made.
- I understand that the accommodation implementation will become active at the point the student has had the conversation with the faculty.
- I understand that the implementation of accommodations in each course last until the last day scheduled day of the course as outlined on the course syllabus unless otherwise approved in writing between faculty, student, and ASC staff.
- I understand that it is my responsibility to reach out to my professor in the event that my accommodations are not being implemented as planned.
 - In the event that the accommodations are still not being implemented appropriately, I understand that I will reach out to the ASC right away to discuss my concerns.

- ASC recommends communicating with faculty throughout the semester to keep them abreast of your accommodations.

Student Initials: _____

Accommodation Support & Outreach

- I understand that I am to contact the ASC to review accommodations, student responsibilities, and/or matters related to faculty communication.
- I understand that I am to contact the ASC with any concerns about accommodations, denial of accommodations, or other related concerns right away.
- I understand accommodations cannot be applied retroactively.
- I understand that it is important that I reach out right away to discuss any accommodation-related issues or concerns that I may have.

Student Initials: _____

Grievance Procedure Acknowledgement

- I am aware of the [ADA/504 Grievance Procedure](#), in the event that I would like to file a grievance.
 - First step—consult the ASC staff member.
 - Second step—consult the ASC Director.
 - Third step—consult the ADA/504 Grievance Procedure.

Student Initials: _____

Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act prohibit discrimination against individuals with disabilities. The University of Nebraska is committed to providing persons with disabilities equal opportunity to participate in its education programs and activities through the provision of reasonable accommodation and in compliance with the law. The University of Nebraska does not discriminate based on race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status, and/or political affiliation in its programs, activities, or employment. For discrimination and disability inquiries, please contact: UNMC's ADA/504 Coordinator for Students, Williams Science Hall 3.0.031C ; 402.559.2792.