



University of Balamand

**Admission of Students with Disability
Policy**

Office of the Provost

Title: Admission of Students with Disability Policy

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Policy Owner: Office of the President, Office of the Provost, VP for Enrolment Management and Alumni Relations, Office of Student Affairs

Applies to: Students

Effective date: April 18, 2023 (approved by the University Council)

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Background

In line with its mission and core values of equity, diversity and inclusion, the University of Balamand has defined an admission policy for students with disability.

Purpose Statement

To provide equal educational opportunities and promote integration of individuals with disability in learning communities, the University of Balamand is committed to provide equal access to and full participation in educational and extracurricular activities to qualified students with disability. This policy originates from the University's commitment to non-discrimination and support for an accessible, inclusive and welcoming learning environment. The University of Balamand aspires to positively impact the learning experience of students with disability by empowering them towards self-advocacy and supporting faculty members and staff involved in their education.

Applies to:

This policy applies to students with disability applying for and enrolled in study programs, credit and non-credit courses, and educational activities at all University of Balamand campuses.

Definitions

Section 504 of the US Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1992 and the ADA Amendments Act of 2008 (ADAAA) define the term **disability** as follows:

1. Physical or mental impairment that substantially limits one or more major life activities (e.g., reading, writing, learning, breathing, hearing, seeing, bodily functions such as cell growth, etc.)
2. A record of having such an impairment
3. Being regarded as having such an impairment

Disability: Physical, mental, sensory, learning or psychological deficit that significantly impairs one or more of major life activities.

A major life activity: a routine activity performed by the average person in a population.

Qualified student with a disability: a student with a disability whose credentials meet the technical requirements for university admission with or without reasonable accommodations.

Reasonable accommodation: a service provided by the university to ensure that qualified students with disabilities are not deprived of enrolment in study programs or involvement in educational activities.

Policy Statement

1. The University of Balamand is committed to providing qualified students with disabilities equal opportunity for admission, enrolment or participation in any study program or educational activity.
2. The University of Balamand is committed to facilitating the learning environment to integrate students with disability.
3. Students requesting university accommodations are required to complete a RUA Form (Request for University Accommodation) with the appropriate documentation for university verification of their eligibility disability to the Office of Student Affairs at least one month prior to their enrolment in a study program.
4. Documentation for disability should be current (reporting on the past 3 -5 years) and relevant to the specific disability. Documentation may include medical records, neuro-

psychological or psycho-educational assessments, or letters from psychiatrists or treating physicians.

5. The University of Balamand is committed to protect the confidentiality records of students with disability. When eligible for disability, students' written consents for disability disclosure are needed to arrange for university accommodations.
6. A panel of medical experts appointed by the University of Balamand determines the eligibility status for disability within one week of student documentation receipt.
7. The University of Balamand ensures access to study programs and educational activities for students with disability by complying with any reasonable accommodation, such as arranging for parking spots, making available ramps and elevators to overcome challenges associated with physical disability.
8. The University of Balamand does not guarantee granting of all accommodations requested by students with disability.
9. Deans of Faculties and Department Chairpersons support the modification of lecture and assessment formats and facilitate access to teaching and learning opportunities to students with disability to foster a culture of inclusion.
10. Students with eligible disability status may request preferential seating, enlarged text format, books in alternate format, extra time for assignments and assessments, course substitution, note-taking assistance, recorded lectures, use of a calculator or the selection of an alternative testing facility. These requests are reviewed on a case by case basis by course instructors at concerned Faculties and Departments.
11. Students with disability who have been denied university accommodations have the right to appeal the decision by submitting a petition to the Office of Student Affairs within one week of their request exclusion.

Enforcement

The integration of students with disability in learning environments involves the cooperation of the University of Balamand community. All university central offices, Faculties and Departments, faculty members and professional staff are asked to comply with this policy to equitably offer academic and support services to students with disability.

Violations of this policy may result in appropriate disciplinary measures in accordance with the University of Balamand bylaws.

Procedures/Form

Completion of Request for University Accommodation Form (RUA) and Submission of Documentation for disability eligibility to the Office of Student Affairs → Director of Student Affairs conveys the documentation to UOB panel of medical experts → Determination of eligibility status for disability → **If Yes:** Director of Student Affairs informs Office of Admissions → Office of VP for Enrolment Management → Office of Provost → Validation of Approval of Disability Status → Faculty Dean → Department Chairperson → Inform Student and Course Instructor.