



# Bryan University

## Applicants and Students with Disabilities

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Bryan University is committed to maintaining a non-discriminatory educational environment. Bryan University does not discriminate on the basis of age, sex, race, national origin, color, creed, religion, sexual orientation, disability, or handicap in admission to, or participation in, educational programs or activities that it operates.

Applicants with disabilities, as defined in paragraph 104.3(j) of the regulation under Section 504 of the Rehabilitation Act of 1973, may apply for admittance to the university. Bryan University will work with current and prospective students to determine whether reasonable accommodations can be effective and are available. The university is responsible for coordinating compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act of 1990.

### ***Student Requests for Reasonable Accommodations***

Current and enrolling students interested in requesting academic adjustment, auxiliary aids, or other accommodations to support a documented, qualified disability in an academic environment must notify Student Outreach (SO) of their request by emailing [studentoutreach@bryanuniversity.edu](mailto:studentoutreach@bryanuniversity.edu).

- Requests should be made at least 2 weeks in advance of the date needed.
- SO will respond within 2 business days of receiving the request.
- SO will reply via email, sending a receipt confirmation and the “Request for Reasonable Accommodations” form.
- The student must complete the “Request for Reasonable Accommodations” form which documents the nature and extent of the disability, type of accommodations or auxiliary aids needed, and the date the requested support should begin.
- The student must provide documentation on letterhead from a licensed professional that supports their request for reasonable accommodations in their program’s learning environment.
- All relevant materials must be sent to [studentoutreach@bryanuniversity.edu](mailto:studentoutreach@bryanuniversity.edu).
- SO will review all application materials within 2 weeks of receipt and respond to the student with a proposal on possible reasonable accommodations.
- If reasonable accommodations are available, the student and SO will review the agreement and sign off on it to put the accommodations plan into action.
- All accommodation plans will remain in confidential files in the SO Office and be maintained by SO staff.
- Students who disagree with any outcomes or decisions rendered regarding accommodation requests should follow the catalog “Grievance Procedure,” submitting a statement of why and how the response should be modified.
- Please email [studentoutreach@bryanuniversity.edu](mailto:studentoutreach@bryanuniversity.edu) for any inquiry regarding Student Disability Services or reasonable accommodations.