

Disability Support Services

Accommodation Policy and Procedures

Within the guidelines set forth in this policy, Forest is committed to providing an accessible and supportive environment for students with disabilities. Equal access for qualified students with disabilities is an obligation of Forest under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Forest does not discriminate on the basis of disability against otherwise-qualified individuals in any program, service or activity offered by the school. Forest Institute is committed to ensuring that no otherwise-qualified individual with a disability is excluded, denied services, segregated or otherwise treated differently than other individuals because of the absence of auxiliary aids or other appropriate services. Such accommodations, however, cannot result in an undue burden to Forest or fundamentally alter the requirements essential to a program of instruction. Forest reserves the right to determine whether a student is capable of performing the duties required during the program and/or upon graduation.

For more information on the Americans with Disabilities Act, please visit www.ada.gov.

Notification of a Request for Accommodation

Notification to Forest of any and all types of personal needs involving physical, emotional and learning difficulties and/or needs related to the Americans with Disabilities Act is the sole responsibility of the student. Further, the student has a responsibility to notify Forest of the need for accommodation in a timely fashion. While all reasonable efforts will be made to accommodate individual needs, it is conceivable that some conditions and circumstances may exist which cannot be reasonably accommodated.

To initiate an inquiry or request for academic accommodations, the student must contact the following:

Support Coordinator for Persons with Disabilities

2885 West Battlefield Road

Springfield, MO 65807

417-823-3477; disability@forest.edu.

The student should notify the Support Coordinator for Persons with Disabilities as soon as the need for accommodations becomes evident. In order to receive accommodations, the student must provide the Support Coordinator for Persons with Disabilities with appropriate documentation of the disability. Accommodations will not be provided for undocumented disabilities, except that accommodations may be provided on a provisional basis pending receipt of documentation for disabilities that are readily apparent. Only persons interested in receiving disability-related accommodations need provide disability documentation. Accommodations must have a legitimate educational purpose and cannot be based simply on student preferences. The student must initiate a request for each semester for which accommodations are sought. If eligibility for accommodations is established and the request for accommodations approved, the Support Coordinator for Persons with Disabilities will coordinate a meeting between the student and the necessary instructors and/or supervisors to review the approved accommodations.

Respect for Designated Parking Areas

All members of the Forest community are expected to respect the parking spaces designated for persons requiring special accommodations while on campus. Abuse of designated spaces for handicap parking is subject to enforcement through local municipal parking ordinances. When law enforcement is not available, Forest reserves the right to assess fees or penalties for abuse of designated spaces for handicapped parking.