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<b>Title:</b>	<b>Student Accommodation Policy – Facilitating Learning and Success</b>
<b>Type:</b>	Administrative
<b>Policy #:</b>	SL100-05
<b>Responsibility:</b>	Student Life Enhancement
<b>Approved by:</b>	Executive Team, February 2013
<b>Revised:</b>	
<b>Review date:</b>	

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## 1. Introduction

Centennial College (the “College”) is committed to providing access to the educational experience and to fostering a climate of mutual respect, dignity and equitable treatment. In addition, the College recognizes that every person has the right to be free from discrimination and, as such, accommodations may be necessary to ensure that individual students receive equitable treatment as guided by The Ontario Human Rights Code (the “Code”).

## 2. Purpose

The purpose of this policy is to affirm not only our legal duty and responsibility to accommodate based on the grounds outlined in the Code, but also to articulate a pro-active and shared approach to handling student accommodation. The policy aims to create a supportive environment that encourages self-identification and early disclosure of accommodation needs so that students can realize their full potential. It also establishes guiding principles to ensure that the accommodation process fosters respect for the dignity of the students seeking accommodation.

## 3. Scope

This policy and the relevant procedures apply to all applicants and students at the college, from admission to a course or program, until that person has completed the course, graduated from the program or withdrawn from the College. This includes student placement experiences in a variety of settings such as field, clinical, co-op or apprenticeship. We recognize, however, that our industry and/or community affiliates that serve as placement providers for students may be subject to certain overriding limitations or restrictions in whether and how they can accommodate students (such as legal, health and safety requirements, etc.).

## 4. Definitions

**Accommodation** - refers to services, adaptations, adjustments and/or strategies to equalize opportunities for a person in meeting the essential requirements of applying for or achieving the learning outcomes in a course or program. Accommodation extends beyond the standard level of service provided for the general population. Appropriate

accommodation provides individuals with an equal opportunity to attain the same level of performance or to enjoy the same level of educational benefits experienced by others. Examples include reasonable time off to observe religious holidays, the provision of multi-faith prayer rooms, a quiet place for a new mother to breastfeed, or providing additional time during exams for students with disabilities.

## **5. Policy**

- 5.1 The College shall provide accommodation to the point of undue hardship for applicants and students.
- 5.2 The College shall not implement accommodations that would fundamentally alter course or program requirements or exempt a student from the requirement to demonstrate competency in the subject matter. Once accommodation is provided, students are expected to meet the essential requirements of their academic programs.
- 5.3 The College shall not deny an accommodation request on the basis that a student may not be successful in a course, program, or other college-sanctioned learning experience without accommodations or that a student may not be able to access the same accommodations in the workforce or find related employment.
- 5.4 The College shall take a partnership approach to the accommodation process whereby the responsibilities are shared between the student/applicant requiring accommodation and appropriate College staff (including faculty members, specialist teams such as the Centre for Students with Disabilities and Student Relations, college support staff and administrators).

## **6. Guiding Principles**

The following principles shall guide student accommodations:

- 6.1 The College shall encourage students to identify their needs and to initiate the accommodation process so that accommodations can be arranged in a timely fashion.
- 6.2 The College shall take a proactive approach where it becomes evident that a student may require accommodations due to a disability, but does not proactively disclose a disability, or has not yet been diagnosed with a disability.
- 6.3 Accommodation is a shared responsibility. The College and those persons requiring accommodation shall participate and cooperate fully in the accommodation process. Should a student refuse to engage in the accommodation process, then the College may not be able to continue to support the student's studies, and the student may be asked or required to withdraw from studies.
- 6.4 Accommodation options will be explored in an individualized manner, recognizing that each person has unique needs. The College shall consider all available options when responding to an accommodation request.
- 6.5 The College is committed to maintaining confidentiality to the greatest extent possible when providing accommodation and related support services to students.

## **7. Cross References to Other Existing Policies or Regulations**

- Accommodation Procedures for Students with Disabilities
- Student Mental Health Crisis Intervention Protocol (in progress)
- Accessibility for Ontarians with Disabilities Act (AODA) Policy
- The Ontario Human Rights Code
- Data Management Policy
- Freedom of Information and Privacy Act
- Harassment and Discrimination Prevention Policy
- Religious Accommodation Guidelines
- Student Code of Conduct - Hearings and Appeals Procedures