As a University of Idaho faculty member, you play an important role in promoting equal access for students with disabilities. You do this by creating accessibility in your courses, referring students who may benefit from accommodations to CDAR and working with students who have accommodations in your courses.

**Accommodations Defined**

Accommodations are adjustments or modifications designed to provide students with disabilities an equal opportunity to participate in the university experience through access in courses, programs, activities, and/or services. Accommodations may adjust policy, structures, timelines, formats, presentation, and more. Accommodations do not lower academic standards or change essential course requirements.

**Why do Accommodations Matter?**

The University of Idaho is required to provide equal and integrated access to individuals with disabilities to comply with federal law (Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act, & the Fair Housing Act). See [FSH 6400](https://www.webpages.uidaho.edu/fsh/6400.html) for the student accommodation policy.

**How are Accommodations Assigned?**

**CDAR**

Meet with student to assess eligibility, review documentation and assign reasonable accommodations

**Student**

Self-identify as having a disability

and needing accommodation

**Instructor**

Implement accommodations as identified by CDAR and work with student

**Student**

Communicate with instructor and CDAR regarding accommodation needs and follow procedures for accessing assigned accommodations

**CDAR**

Support instructors and students by providing resources and answering questions

**Common Accommodations**

The following are accommodation categories, *please note this is not an exhaustive list*

|  |  |
| --- | --- |
| Testing  | Adjustments to the environment, time, format, and resources permitted during proctored exams and quizzes; often taken at CDAR. |
| Notetaking  | Services or assistive technology to aid in the notetaking process. Can include audio recording of lectures, use of electronic devices in class, peer notetaker, and captionists. |
| Attendance-Based | Excused absences for disability-related symptoms or medical appointments. May include permission to turn in assignments after deadlines.  |
| Physical | Alterations to the physical space to be accessible. May include room relocation, special seating, adaptive equipment, field trip considerations, rest periods, or additional space e.g., for service dog or ASL Interpreters. |

**Syllabus Statement**

It is important students know there are resources available to them and that you support students with disabilities in your courses. You can do this by including the following statement in course syllabi:

Students with disabilities needing accommodations to fully participate in this class should contact the Center for Disability Access and Resources (CDAR). All accommodations must be approved through CDAR prior to being implemented. To learn more about the accommodation process, visit CDAR's website at [www.uidaho.edu/cdar](https://www.uidaho.edu/current-students/cdar) or call 208-885-6307.

**CDAR Access Portal**

Log into the [CDAR Instructor Portal](https://bear.accessiblelearning.com/uidaho/instructor) to track accommodations across all your courses. This is also where you will complete the Alternative Testing Agreement for students taking exams with CDAR. Learn more in the [CDAR Instructor Portal Guide.](https://www.uidaho.edu/-/media/UIdaho-Responsive/Files/current-students/cdar-center-disability-access-resources/faculty/aim-instructor-instructions.pdf?la=en&hash=8C1ECFEB1E155F1D7EF53769DE617E5A9463875F)

**Frequently Asked Questions**

**What if I feel I cannot provide an accommodation?**

CDAR is here to help students and faculty find a plan that works for everyone. Sometimes certain accommodations are not the best fit in all environments. Contact CDAR with any concerns.

**What if I am asked to accommodate a student but haven’t received anything from CDAR?**

If a student states they need accommodations due to a disability, refer students to CDAR. Do not ask for information, do not provide accommodations outside of CDAR (this is for your protection. See sample referral below).

**What if I suspect a student needs accommodations?**

Refer students to CDAR if you suspect a student may need supports due to a disabling condition. This needs to be done tactfully as you do not want to assume disability and you should never ask a student if they have a disability. Tips for referring are to include CDAR in a short list of resources for the student. For example, “I am sorry to hear you are having difficulty. You may want to seek assistance with the student support offices available, including the Counseling Center, Academic Coaching, and CDAR. These offices may be able to provide some support for you academically, and many students find them helpful.”

**What if accommodations conflict with statements in my syllabus?**

Accommodations are necessary for the student to have equal access to the course and often require adjustments to the way the course is structured or presented. Contact CDAR for help navigating any challenges due to specific accommodations.

**Want More Information?**

Additional resources are available on CDAR’s website at [www.uidaho.edu/cdar-faculty](http://www.uidaho.edu/cdar-faculty). Visit CDAR in the Bruce M. Pitman Center, Suite 127. Contact us at cdar@uidaho.edu or 208-885-6307.