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## **Student Support and Accessibility Services**

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*Academic Operations Manual*

*Approving Authority: SJU Senate Council*

*Established: November 8, 2013*

*Date of Last Review/Revision:*

*Office of Accountability: Vice-President Academic and Dean*

*Administrative Responsibility: Registrar*

### **Policy Statement**

St. Jerome's University is committed to supporting all students by providing access to and encouraging participation in St. Jerome's University and University of Waterloo programs, services, and facilities.

St. Jerome's University is cognizant of the, at times, exceptional needs of students with disabilities and works to address those needs as much as possible. To help meet its commitment to support all students, and particularly those with disabilities, St. Jerome's University follows the guidelines outlined by the Accessibility for Ontarians with Disabilities Act (AODA) and the policies and procedures adopted by the University of Waterloo [AccessAbility Services](#).

It is a student's right to request and receive alternative classroom and examination procedures on the basis of a documented disability. Individual accommodations, however, should neither impose undue hardship nor jeopardize academic integrity.

### **Guidelines**

Students who are registered at St. Jerome's University should contact the Registrar's Office of St. Jerome's University for their support needs.

Students with particular needs as the result of a documented disability should register with AccessAbility Services.

AccessAbility Services will send instructors a letter of introduction for each student in their courses who is registered with AccessAbility Services and requires accommodations.

Faculty should consult the [AccessAbility Services faculty and staff](#) webpage for processes related to AccessAbility Services.