



Office of Disabilities Services

Disability Services • M244
Passaic County Community College
Phone: 973-684-6395
Email: ods@pccc.edu
Online: pccc.edu/ods

STUDENT FACT SHEET

- ADA stands for the Americans with Disabilities Act. The ADA is a federal civil rights law designed to provide equal opportunity for people with disabilities. The ADA ensures equal access and opportunity and also protects individuals with disabilities from discrimination.
- The ADA defines "disabled" as any individual with a physical or mental impairment that substantially limits one or more major life activities; and who has a record of such an impairment; and is regarded as having such an impairment.
- "Reasonable and appropriate" accommodations for disabled students are changes in the academic environment that permit qualified persons with a disability equal access to educational opportunities.
- ODS is an ADA compliance/non-discrimination office, and is not a "special education" program.
- Criteria that may lead to ODS denying an accommodation include:
 - factors that impose undue hardship on program resources
 - fundamental alterations of academic programs
 - the type of program operation
- It is the responsibility of the student to identify him/herself as disabled and to request accommodations from ODS at the beginning of each semester. See website <http://pccc.edu/disabilities> for posted handbook and brochure.
- How should students "identify" at PCCC as disabled under the ADA?
 - With current documentation diagnosing the disability, students meet with a disabilities specialist, and ODS determines if the student qualifies for accommodations; if so, a letter/form is issued for each registered course.
- Students need to follow the instructor's syllabus regarding "reminders" about testing accommodations.
- Instructors do not have the right to view student documentation.
- ODS has assistive technology (AT) available for qualified disabled students at all sites.
- PCCC's Director of Student Disability Services and Special Populations is *Darleen McGrath Florance* (M244, x6085). PCCC's Disabilities Specialist is *Genaya Palmer* (M244, x6178).
- Students who feel they have been discriminated against on the basis of their disability should first contact ODS and take advantage of our INTERNAL GRIEVANCE PROCEDURE. If not resolved with ODS, students can appeal through PCCC's ADA Compliance Officer.
- PCCC's designated ADA Compliance Officer located in the Human Resources office.
- The ADA and Section 504 only ensure access; success in college is up to the student.

Passaic County Community College is an Equal Opportunity/Affirmative Action educational institution. In order to promote this goal, the College makes positive efforts to ensure equal opportunity to all individuals without regard to race, color, sex, religion, national origin, disability or veteran status.