




# ACCOMMODATION AND ACCESSIBILITY SERVICES



Assiniboine Community College is committed to providing reasonable accommodation to courses, programs, facilities and services for applicants and students with documented special needs relating to a disability or other protected characteristics under the Human Rights Code (Manitoba).

This may include religion or disability related needs which may be linked to a variety of long term medical conditions that create barriers, such as a chronic medical condition, physical disability, learning disability, mental health condition, hearing impairment or vision impairment. Assiniboine is also committed to working with students who are experiencing temporary injury or short term illnesses to support their continued academic success wherever reasonably possible.

## 1 What accommodations can the college offer?

- Alternate format materials and equipment
- Learning Curve staff
- Assistance with course load decisions and scheduling needs
- Advocacy
- Physical access to facilities
- Referral to community support services
- Support in applying for funding
- Computerized note taking
- Accommodated testing
- Assistive technology
- Other, depending on student need

## 2 What is a reasonable accommodation?

Reasonable accommodation means making adjustments or offering specialized options to reduce or remove barriers that are related to a person's disability. An accommodation is considered reasonable if it does not:

- Significantly alter the fundamental nature or the academic standards of the program
- Have a significant adverse impact on learning opportunities for other students
- Impose safety hazards for students or other persons
- Result in undue hardship to the college, the program, the instructor or other students

Applicants and students are welcome to contact us at any time before or after they begin college. However, some accommodations take a number of weeks or months to arrange, so it will be important for you to contact us as early as possible. We work with applicants and students on a first-come, first-served basis.

### **3 Can I get in to college with a disability?**

Disclosing your disability related needs will not affect the college's admissions decision (if you demonstrate that you meet all admission requirements). Knowing about your needs will help the student success advisor plan with you and your instructors to offer the best chance for your success.

Documentation is required to apply for accommodations. Book an appointment with a student success advisor to discuss what documentation you will need.

Some applicants are required to complete testing before the college makes an admissions decision. If you need accommodated testing because of your disability or medical condition, contact the student success advisor for your program to arrange this before applying to the program.

### **4 What do I need to do?**

- 1.** Gather and provide the college with any documentation that describes your special needs or functional limitations relating to your disability that will remove barriers to your learning.

We can confirm services or accommodations only after we receive appropriate documentation from you. If you do not yet have documentation, or are unsure whether your documentation is relevant or up to date, it is even more important that you contact us early so we can guide you.

- 2.** Contact the student success advisor for your program to review your documentation and previous school experience and discuss the program and possible accommodations. They will help you determine whether the program is a good fit for your needs and career goals.

Bring your educational (high school and any college/university) transcripts and any documentation describing your special needs relating to your disability/medical condition to that appointment. The student success advisor can also answer your questions about any admissions testing and explain the next steps to arrange services and accommodations.

#### **FOR MORE INFORMATION**

Contact Accessibility & Disability Services:  
Phone: 204.725.8700 ext 6052  
Toll free: 1.800.862.6307  
Email: [ads@assiniboine.net](mailto:ads@assiniboine.net)