Purdue University Student Disability Grievance Procedure

Introduction

Title II of the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act (1973) were intended to prevent discrimination against individuals with disabilities. They provide that:

"No otherwise qualified person with a disability in the United States...shall, solely by reason of...disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity sponsored by a public entity."

In addition to the non-discrimination requirement, public entities must adopt and publish a student grievance procedure, which is an internal course of action that provides for timely and equitable resolution of complaints alleging a violation of U.S. Department of Justice regulations related to the implementation of Title II of the Americans with Disabilities Act (1990) or Section 504 of the Rehabilitation Act (1973).

The Disability Resource Center has adopted a grievance process providing for the equitable resolution of complaints, within a reasonable time, for students with disabilities alleging violation(s) of their rights under the ADA and Section 504 of the Rehabilitation Act.

Disability Grievance Procedure (Updated December 2014)

The Disability Resource Center (DRC) has the responsibility of determining a student’s need for accommodation. This determination is made through a two-part process of an intake interview and reviewing documentation of the disability. If the DRC staff determine a student is eligible for accommodations, the DRC is responsible for coordinating the accommodations with the student and the instructor and third party service providers.

If the student was denied accommodations, believes the final accommodation(s) provided are not reasonable, or the accommodations were not provided as agreed to, or if the student believes for any other reason that he or she has been subjected to unlawful discrimination or violation of rights with respect to the granting or implementation of their request for accommodations under the ADA and Section 504 of the Rehabilitation Act, the student should follow the procedure below. During the grievance process, any academic accommodations or services that have been put into place will continue uninterrupted. DRC recognizes that it is important to address the student’s concerns promptly. The goal of all University personnel should be to accomplish each step of this grievance process as quickly as possible.

- **Informal Grievance Procedure:** The student may first make an appointment to meet with the Director of the Disability Resource Center. At this stage (the "Informal Grievance Process"), the Director will review the matter, allowing all interested parties an opportunity to submit relevant information, statements and documentation. The
Director will make a decision regarding the informal grievance within seven (7) working days of the meeting with the student and attempt to notify the student immediately. The Director’s decision will be in writing and may be sent to the student by either U.S. Mail or by electronic mail. If the student’s dispute involves a decision of the DRC Director, the student may forego the Informal Grievance Process and file a Formal Grievance (as defined below).

- **Formal Grievance Procedure** If the student is not satisfied with the result of the Informal Grievance Process with the DRC Director, or if the student’s dispute involves a decision of the Director, the student may initiate a formal grievance (the “Formal Grievance”) by requesting and filing a formal Disability Grievance form. The grievance form may be obtained from DRC or online. The form should be completed and submitted to the Director of Student Success within 21 working days of the date of the DRC Director’s decision regarding the Informal Grievance Process or 30 working days of the disputed incident, whichever date is later.

1. After the Director of Student Success receives the grievance form, s/he or his/her designee from Student Success will conduct a formal investigation of the student’s Formal Grievance. This review will involve meeting with the student, and may also involve meeting with DRC staff, faculty members, and/or other concerned staff members. The student has a right to present information in person to the Director of Student Success or designee. A written decision will be issued by the Director within 30 working days of receipt of the grievance form.

2. Alternatively, the Director has the sole discretion to convene a Grievance Committee comprised of three professional staff or faculty members who will hear the Formal Grievance and recommend a course of action. The final written decision will be issued by the Director within 30 working days of receipt of the grievance form.

3. The student may request a review of the final written decision of the Director of Student Success by the University’s ADA Coordinator in the Office for Institutional Equity within 10 working days of the student’s receipt of the Director’s final written decision. The Coordinator will file a written decision within 10 working days of the request to review. The decision of the ADA Coordinator is final.