



Center For Disability Registration Protocol

Gary Walley MS, LCPC
Director of The Center for Disability Resources

What does the Center for Disability Resources (CDR) do?

The CDR facilitates equal access for students with disabilities by coordinating accommodations and support services. The CDR works with graduate and undergraduate students with various types of disabilities including learning, physical, hearing, visual, psychological, and chronic medical conditions.

What qualifies as a disability?

Disability is defined as a physical or mental impairment, which substantially limits one or more of an individual's major life activities. This is typically supported by a formal record of the impairment.

What are the student's rights?

Illinois Institute of Technology students with disabilities have the right to equal access to all programs, facilities, and resources offered by the university. Furthermore, they have the right to make self-directed decisions about their participation in all aspects of university life. With these principles in mind, the CDR works closely with IIT students with disabilities to ensure their equal access, to promote their independence, and to support them in the efforts to make informed academic and personal choices.

How do students register with the CDR?

Registration includes submission of both the Application for Accommodations and Services and disability documentation. After review of a student's application and relevant documentation, CDR staff will meet with the student to discuss accommodations and services. The CDR works with students with various types of disabilities including learning, physical, hearing, visual, psychological, and chronic medical conditions.

What are reasonable accommodations?

Reasonable accommodations are adjustments to policy, practice, and programs that "level the playing field" for students with disabilities and provide equal access to IIT's programs and activities. Examples include the administration of exams, note taking services, sign language interpretation, assistive technology, and coordination of accessible housing needs.

How are reasonable accommodations determined?

Accommodations are determined on a case-by-case basis after the Center for Disability Resources (CDR) considers both the student's needs as described in their disability documentation and the technical academic standards of their course or program. Faculty members also have the opportunity to consult with the CDR on the final determination of accommodations for each of their courses and for each student. Some accommodations may be appropriate in one course or program, but not in another.

Examples of Accommodations

- Extended time for tests or quizzes
- Quiet/Separate Space for Testing
- Alternative Text, Accessible Textbooks (audio, digital, braille, large print).
- Note taking services (person, software/apps)
- Captioning & Sign Language Interpreters
- Transportation/ Navigation Support

Center for Disability Resources (CDR) Protocol

Step 1 – Referral

- Student (Self)
- Student Health and Wellness Center (SHWC)
- University Offices

Step 2 – Application and Documentation

- CDR Application for Accommodations and Services
- Clinical documentation from licensed healthcare professional

Step 3 – Consultation and Development

- Review with Student to understand individual needs
- Consultation with faculty
- Develop accommodation letter

Step 4 – Dissemination and Implementation

- Student identifies instructors to receive accommodation letter
- CDR sends letters on student's behalf, only if requested
- Shared responsibility of implementation begins



Gary Walley MS, LCPC

gwalley@iit.edu

312.567.5744

Director of The Center for Disability Resources
Illinois Institute of Technology