**Resolution Policy of Disagreement about an Approved Accommodation**

Contact the Center for Accommodative Services (CAS) immediately. Accommodations are designed to level the playing field for students with disabilities to receive equal access to educational experiences. The intent is not to compromise the essential components of a class.

If an academic accommodation has been determined to be appropriate by CAS but is challenged or question by a faculty or staff member(s), the College will follow a review process set forth by this policy. **Note that the accommodation must be provided by the instructor until or unless it is either set aside or modified by the Director of the CAS or the Affirmative Action** **Officer**.

* The faculty member will present to the CAS Director reasons why the requested accommodation compromises the essential requirements of a course or program.
* WITHIN 48 HOURS, the CAS Director will attempt to resolve the issue. If the instructor disagrees with the resolution proposed by the CAS Director, relevant information will be presented to the Affirmative Action Officer.
* WITHIN 72 HOURS of the resolution of the CAS Director, the Affirmative Action Officer will attempt to resolve the issue. If the instructor disagrees with the proposed resolution of the Affirmative Action Officer, relevant information will be presented to the Provost.
* WITHIN 10 WORKING DAYS of the resolution of the Affirmative Action Officer, the Provost or designee will review the facts of the situation, review how the *Resolution Policy of Disagreement about an Approved Accommodation* was conducted and then render a decision in writing to those who have rendered resolutions.

Every effort should be made to resolve the disagreement as expeditiously as possible. Each phase of the process must be completed within ten working days.