

Disability Services Procedure

ADA

Murray State College is committed to inclusion and equal access of individuals with disabilities. Individuals will not be discriminated against on the basis of disability or be denied equal access and appropriate accommodation to the educational opportunities available at MSC. “No otherwise qualified person with a disability in the United States shall, solely on the basis of disability, be denied access to, or the benefits of, or be subjected to discrimination under any program or activity in any institution receiving federal financial assistance.” – Section 504 of the Rehabilitation Act of 1973.

Admission decisions are made without regard to disabilities. All prospective students are expected to apply to MSC presenting all necessary documents and testing scores required. Prospective students with disabilities are not required to identify themselves upon admission or upon enrollment. However, those interested in receiving academic accommodations are encouraged to meet with, or contact the ADA Intake Specialist as early as possible to allow for a review of documentation and the formulation of an accommodation plan.

MSC Disability Services Offered

Murray State College works to make programs and facilities available to all students. The ADA Intake Specialist is responsible for receiving a request for academic or physical accommodations. These individuals will work with the student to obtain and review the required documentation and will assign reasonable accommodations based on documentation that supports the student’s request. Academic accommodations include, but are not limited to:

Alternative testing formats

Allowance to tape lectures
Volunteer student note-takers
Copy of lecture notes
Adaptive technology

ADA Documentation Guidelines

Eligibility for Services: Students requesting disability services and accommodations must self-identify the disability and submit a signed request listing the desired/requested accommodation to the ADA Intake Specialist. This should be done upon registration in classes, but in any event should be done no later as soon as possible. The earlier the request is submitted, the greater the opportunity MSC has to respond to the need following receipt of required documentation.

Documentation Guidelines require Formal Written Documentation by a certified licensed professional and:

Documentation must be typed on letterhead of either the practitioner or agency hosting practice.

- Documentation must be current, and the testing instruments must be appropriate for use with adults
- Individualized Educational Programs (IEP) are not accepted by Murray State College
- Documentation should include a diagnostic statement identifying the disability, date of the current diagnostic evaluation, and the date of the original diagnosis
- Documentation should include a description of the diagnostic criteria used
- Documentation should include a description of the current functional impact of the disability for use in establishing the need for and the design of accommodations
- Documentation should include treatments and medications as well as assistive devices currently prescribed or in use
- Documentation should include a description of expected progression or stability of the impact of the disability over time
- Documentation should include the credentials of the diagnosing professional(s)