

COURSE SUBSTITUTION FOR STUDENTS WITH DISABILITIES

POLICY NUMBER: AAPC-COURSESUBSTDISAB

POLICY TYPE: ACADEMIC & ADMISSIONS POLICY COMMITTEE

RESPONSIBLE OFFICIAL TITLE: PROVOST & EXEC. VICE PRESIDENT FOR ACADEMIC AFFAIRS

RESPONSIBLE OFFICE: OFFICE FOR STUDENT ACCESSIBILITY

MOST RECENT REVIEW DATE: 03/18/2021

NEXT REVIEW DATE: LAST REVIEW DATE PLUS FOUR (4) YEARS – 03/18/2025

BOARD OF REGENTS REPORTING (CHECK ONE):

PRESIDENTIAL RECOMMENDATION (CONSENT AGENDA/VOTING ITEM)

PRESIDENTIAL REPORT (INFORMATION ONLY)

I. POLICY STATEMENT

Policy

Students with disabilities are expected to complete all academic/degree requirements necessary for graduation at Northern Kentucky University. In some limited circumstances, requests for course substitutions will be forwarded to the appropriate Department Chair/School Director, provided that the documentation of the student's disability supports such a request. Office for Student Accessibility can only support the student's request for a course substitution; it cannot be mandated if the substitution alters the integrity of the academic program or there is not a feasible alternative to the course. Course adaptation or academic accommodations must be considered before a substitution is granted. Substitutions cannot be made for certain courses that are considered essential to any degree or major. The university is not required to provide accommodations that would fundamentally alter the degree requirements of a particular program, and all decisions will be made on a case-by-case basis.

Rationale

Section 504 of the Rehabilitation Act [[504.1044.44 \(a\)](#)] specifically states that "substitution of specific courses required for the completion of degree requirements" is a legitimate academic adjustment. The Code of Federal Regulations (CFR) [[34 CFR Sec. 104.44\(a\)](#)] also states that modifications will be made that are necessary to ensure that requirements do not discriminate against qualified applicants. Possible modifications include substitution of specific courses required for the completion of degree requirements. Such accommodations are made only when it is clear that the student's disability makes completion of the requirement impossible and that such an accommodation does not alter the integrity of the academic program. Failure to comply with federal regulations could result in restitution and loss of federal funding, including federal financial student aid.

II. ENTITIES AFFECTED

Students

III. AUTHORITY

Section 504 of the Rehabilitation Act [[504.1044.44 \(a\)](#)]

Code of Federal Regulations [[34 C.F.R. Sec. 104.44\(a\)](#)]

REVISION HISTORY

REVISION TYPE	MONTH/YEAR APPROVED
Editorial revisions <ul style="list-style-type: none">• Header updates• Name change (formerly Course Substitution for Disabled Students)• Updated for “School Director” and new name “Office for Student Accessibility”	March 18, 2021 (AAPC)
Correction to header information (e.g., review cycle should be 4 years)	April 11,2020
Revision	May 14, 2018
Policy	October 27, 2017

COURSE SUBSTITUTION FOR STUDENTS WITH DISABILITIES

PRESIDENTIAL APPROVAL

PRESIDENT

Signature



Date

5/18/18

Gerard St. Amand

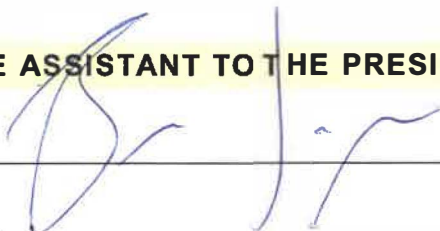
BOARD OF REGENTS APPROVAL

BOARD OF REGENTS (IF FORWARDED BY PRESIDENT)

- This policy was forwarded to the Board of Regents on the **Presidential Report (information only)**.
Date of Board of Regents meeting at which this policy was reported: 9/12/18.
- This policy was forwarded to the Board of Regents as a **Presidential Recommendation (consent agenda/voting item)**.
 - The Board of Regents approved this policy on ____/____/____.
(Attach a copy of Board of Regents meeting minutes showing approval of policy.)
 - The Board of Regents rejected this policy on ____/____/____.
(Attach a copy of Board of Regents meeting minutes showing rejection of policy.)

EXECUTIVE ASSISTANT TO THE PRESIDENT/SECRETARY TO THE BOARD OF REGENTS

Signature



Date

9.18.18

Benjamin Jager