

Americans with Disabilities Act of 1990

The Vision Board, LLC and EducationCloset is committed to complying with all applicable provisions of the Americans with Disabilities Act (ADA) of 1990. The Vision Board, LLC and EducationCloset does not discriminate against any qualified applicant because of such individual's disability or perceived disability. In keeping with the ADA, the regulations in 29 CFR Part 1630 (1992), and the Rehabilitation Act of 1973 (Section 504), The Vision Board, LLC and EducationCloset will provide reasonable academic accommodations for students who provide formal documentation outlining their disabilities and their reasonable and appropriate requests. It is the student's responsibility to seek available assistance and to make his or her individual learning needs known to EducationCloset's Executive Director of Academic Affairs at the time of enrollment or as the need arises. Documentation to support their disability must be provided at the time of the request. Information regarding a student's disability will remain confidential.

Qualifying for Services

To receive disability services at The Vision Board, LLC and EducationCloset, all students must submit an Accommodation Application Form for review. The Executive Director of Academic Affairs will review all applications as detailed below.

Services Provided

The responsibility for determining a student's eligibility for services rests with the Executive Director of Academic Affairs, Dr. Typhani Harris. After the submitted Accommodation Application is evaluated, the Executive Director of Academic Affairs will contact the applicant to discuss any accommodations that may be necessary. The Executive Director of Academic Affairs will make the final determination of whether appropriate and reasonable accommodations are warranted and can be provided to the individual based on the information received.

Accommodations may include, but are not limited to:

- Closed-captioning
- Transcriptions of all video/audio materials
- Assignment extensions
- All accommodations and services are provided at no expense to the student and are based upon the individual student's needs.

Students' Rights

A student with a disability has the right to appropriate academic adjustments under Section 504 of the Vocational Rehabilitation Act of 1973 and under the Americans with Disabilities Act. The Executive Director of Academic Affairs makes decisions regarding the nature of the

adjustments. Provisions protecting the student from discrimination on the basis of a disability are guaranteed. The student has the right to file a grievance concerning any allegation of failure to comply with the laws, regulations, and procedures set forth for people with disabilities. Grievances will be processed through The Vision Board, LLC and EducationCloset existing grievance policy and procedures.

Students' Responsibilities

Students with disabilities must demonstrate that they have acquired the same amount of content knowledge as the other students enrolled in the class from which they are requesting modifications. Students with disabilities are obligated to use the modification responsibly. Modifications must be requested in advance, allowing sufficient time for instructors to arrange for the modifications requested. It is the student's responsibility to utilize the services and keep in close contact with the program instructor and the Executive Director of Academic Affairs.

Faculty Members' Rights and Responsibilities

When a request for a modification for a specific course is received, faculty members may require verification of the disability from the Executive Director of Academic Affairs in the form of a letter. The modification requested must not compromise the content of the course or the requirements for satisfactory course completion.

Confidentiality

Confidentiality of records is required by law and maintained within The Vision Board, LLC and EducationCloset Privacy Policies. The Vision Board, LLC and EducationCloset may only disclose the specific nature of a student's disability upon written release from that student.

Documentation

The Vision Board, LLC and EducationCloset will keep disability-related documentation on file for five years after program completion and/or the last day of enrollment. After five years without enrollment or academic activity, disability documentation will be destroyed.

To receive a copy of individual disability documentation, please contact the Director of Product Services at 443-821-1088 or email service@educationcloset.com.

