



OCICU Disability Service Request Policy

In order to maintain an efficient and confidential process for students to request disability services for consortium courses, students seeking accommodations for disabilities should work with the Office of Disability Services or designated person at their home/member school instead of contacting the provider school directly.

It is important to note that the required documentation and services available to students may vary between the home/member school and the different providing schools. Required documentation at the provider school will take priority over the requirements at the home/member school. Home/member schools can obtain the provider contact information through the OCICU Help Desk at ocicu@regis.edu or 1-877-740-5959.

Requests for accommodations should be received at least 2 weeks prior to the term start although 30 days is preferable as some services such as audio textbooks or transcribing video/audio feeds may take longer to provide. If the provider is not notified with enough time to make the necessary arrangements, students may be encouraged to take the course in a later term.

Process

- 1. Students seeking accommodations for disabilities and who are interested in taking an OCICU course should notify the Office of Disability Services or designated person at their home/member school.**
- 2. The ODS at the home/member school (not the student) will contact OCICU for contact information at the designated provider school.**
- 3. The provider ODS will work directly with the member ODS to obtain any required documentation and with the instructor to make any necessary accommodations.**