What to Put on the Course Syllabus

*(suggestions)*

DDS recommends that each course syllabus contain a statement reflecting compliance with The Americans with Disabilities Act and the Rehabilitation Act of 1973, as amended, Section 504.

It is the policy of Centenary College of LA to accommodate students with disabilities, pursuant to federal law, state law, and the institution’s commitment to equal educational opportunities. Any student with a disability, who needs accommodations, should inform the instructor at the beginning of the course. Students with disabilities register with the Office of Disability Services for Students located on the ground floor of Rotary Hall; telephone: 318-869-5466 or 5424.

It is college policy to provide reasonable accommodations to students with disabilities. If you would like to request accommodations due to a physical, mental or learning disability, please notify your professor and register with the Office of Disability Services for Students, Rotary Hall (ground floor facing E. Kings Hwy), 318-869-5424 or 5466.

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact and register with the Office of Disability Services for Students, (Ground Floor – Rotary Hall, 318-869-5466 or 5424) as soon as possible. Students must give faculty at least 7 days notice prior to a test and 14 days notice prior to a final exam to ensure that testing accommodations (extended time, distraction reduced environment, etc.) are implemented in a timely fashion. Once you have obtained your Notification of Accommodation Letter(s) from DSS, please set up an appointment with me to discuss and review your accommodations.

Centenary College of LA abides by Section 504 of the Rehabilitation Act of 1973, which stipulates that no student shall be denied the benefits of an education "solely by reason of a handicap." Disabilities covered by law include, but are not limited to, learning, psychological hearing, sight and mobility impairments. If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see me and register with the Office of Disability Services for Students, located on the ground floor of Rotary Hall near Health, Counseling and Career Services, so that such accommodations may be arranged in a timely manner.