



ST. PAUL'S UNIVERSITY

POLICY ON DISABILITY

ACADEMIC POLICY NO. 001 OF 2009

2009

Introduction

St. Paul's University is a Christian institution of higher learning guided by the vision to provide quality global service and its mission to 'develop servant leaders by imparting knowledge, skills and values through creative methods of education, research and spiritual formation.' Among the university's core values is commitment to equality and fairness. To this end, the university upholds the right of every person regardless of their disability and offers opportunity to work and study on an equitable basis in an environment that is free of prejudice and discrimination. In this regard, the University is committed to ensuring that staff and students with disabilities are facilitated and supported to fully participate in the academic life of the university and to realize their individual potential.

Physical Access

The University is committed to providing physical access to all social and academic buildings and facilities for disabled students and staff.

Due considerations will be given in regard to access, comfort, exits and fire safety in all planning for future developments and that reasonable adjustments will always be made to existing structures where resources allow.

Support Structures

The University will provide necessary and appropriate support to both students and staff in such areas as counseling, career guidance and advice, program choices and subject selections, suitable work program and other schedules wherever possible. The University is committed to act always in good faith towards the support of persons with disability.

Mistreatment

Verbal, physical or any other form of harassment, discrimination, bullying or mistreatment by any member of the university against another on the basis of disability is not tolerated, swift and appropriate legal and/or disciplinary action will be taken against the offender.

Complaints

The university is committed to uphold laid down procedures in dealing with complaints of mistreatment or discrimination of persons with disability and ensures that proper and timely measures are taken.

Academic Services and Programs

- i. **Admission:** Admission into any university program is on academic merit and under no circumstance will admission be denied unfairly on account of disability. If the university is unable to provide a specific support or facility that the applicant's special need may demand, and that the lack of such facility will render ineffective the student's study, the rejection thereof of application in such circumstance will not amount to 'unfair denial.'
- ii. **Program design:** The University shall do whatever is within its power to make reasonable and cost-effective adjustments to the content, structure or delivery of an academic program if such changes may facilitate the applicant or any potential student to fulfill the intended requirements, objectives and goals of their program of study.

Admission will, however, be withheld where the university is unable to effect such changes or where admission of a person with disability may constitute a safety or medical demand that is beyond the university's ability to provide or guarantee.

- iii. Access to Academic Facilities and services:** The University is committed to ensuring that academic services such as the Library and the Computing Service are fully accessible to disabled students and staff.
- iv. Academic Standards:** The University is committed to the promotion of best practices and protects the academic integrity of courses and programs at all times. To this end, the university upholds a set of general guidelines and rules on presenting written assignments, projects, dissertations and examinations. In as much as compliance to set standards cannot be compromised, reasonable adjustment may be made to ensure that people with disabilities have opportunity for full participation in the academic life of the university.
- v. Examinations and Assignments:** Appropriate modes of examination and course assessment will be determined after discussion between the student, subject lecturer and the head of department, and where a suitable alternative form of assessment or examination is agreed, it shall be offered but only if the alternative mode will not compromise the integrity and validity of the assessment.
- vi. Considerations:** Any request for special consideration in relation to examination and assessment procedures must be supported by medical report or other evidence provided by a competent professional or body.

Communications

For effective and accessible communication the university may provide modified versions of application forms, catalogue, handbooks, subject registration forms etc., if such service is requested.

Where possible, documents published on the website and notice boards or in other forms for purposes of assignments, learning resources or general information can be made available in appropriate forms or versions and any user may, at cost, be allowed to convert to Braille, Audio or any other form as may be required.

As far as resources allow, the university will support the participation of people with disabilities in consultations and decision-making with reference to their program of study and work and that their recommendations and suggestions, where possible, are included in the planning, delivery and evaluations of academic programs and activities.

Confidentiality

The University shall uphold and protect the right to confidentiality of information about nature, extent or state of a person's disability, where protection of such confidentiality is in the interest of the person with disability. The university shall undertake to inform the disabled persons of their right to request confidentiality and that the disabled person may choose to waive such right if public knowledge of their condition may be to their advantage. Where confidentiality have been requested, only appropriate and relevant information shall be communicated to persons whose action may be required for the purpose of their duty or for attending to the needs of the

person with disability.

Review

The University is committed to review regularly this policy and is always open to receiving ideas and plans for improving access, support and services for students and staff with disabilities both in the short term and in the long term.

REVIEW OF THE POLICY

This policy shall be reviewed regularly and as need arises.

REFERENCE OF THE MINUTES

The policy was adopted by the senate on 30th June 2009, the 13th University Senate Meeting.

AUTHORIZATION

Council Chairman:

Name: _____

Signature: _____

Date: _____

Official Stamp