STATE FAIR COMMUNITY COLLEGE
DISABILITY RESOURCE CENTER
RELEASE OF INFORMATION

I understand the Disability Resource Center at State Fair Community College has a policy of providing reasonable accommodations to qualified students with documented disabilities. Section 504 of the Rehabilitation Act and Title II of the Americans with Disabilities Act was enacted to ensure that there is no discrimination based on disability. Accommodations are adjustments made for students with disabilities in order to allow them equal educational access as their peers. While SFCC is committed to providing reasonable and appropriate classroom accommodations for students with documented disabilities, students in curriculum level classes are to perform at the college level. Program modifications are not allowed and college standards are not lowered.

Please check (yes/no) if you authorize the Disability Resource Center to release information regarding your disability and accommodations to the following:

Yes No Permission to share information that I am being served by the SFCC Disability Resource Center including information regarding my accommodations with my faculty, advisor, and Instructors.

Yes No Permission to share information, in statistical data format only, with SFCC Institutional Research for data collections and reporting.

I understand that my completing this form is only the initial step in the disability accommodations process. My request for disability accommodations will be in accordance with SFCC Regulation 2111** and approved based upon needs evident in the documentation I have provided.

I understand I am able to file a grievance if I disagree with actions or decisions made by the Disability Resource Center. This grievance is in accordance with the SFCC's grievance and appellate process as described in Regulation 2160**. Regulation 2160 provides students, employees and members of the public with a process to resolve potential issues.

_____ _____ I.D. #_____

Student Signature Date

The Disability Resource Center adheres to strict standards of confidentiality and in compliance with the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Family Educations Rights and Privacy ACT (FERPA): facsimile transmittals and records are stored in a secure location viewed only authorized personnel.
Third Party Information: In certain areas of study it may be required to release your accommodation(s) to a third-party vendor for testing accommodations to schedule accordingly.
If Accommodations are Approved:
I am to request services each semester at least 15 working days before the semester begins by calling 660-596-7293 to schedule an appointment. I am personally to sign my accommodations letter in the Disability Resource Center each semester prior to the first week of class. If applying for services after the start of the semester I understand that the SFCC Disability Resource Center has 15 days to process and implement accommodation services.

I am my own advocate. All requests for services are to be made by me personally and it is my responsibility to report any problems or concerns with my accommodations to the Disability Resource Center in a timely manner.

It is my responsibility to notify the Disability Resource Center and sign a new accommodation letter if I should make any schedule changes or enrolled in a mini-semester class. I understand that the misuse of any services, equipment, or accommodations may cause a disruption in receiving these services.

**For the complete regulation, visit www.sfccmo.edu/policiesandregs and select 2000-Regulations.