

**NC STATE UNIVERSITY**

An Equal Opportunity/Affirmative Action Employer

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MEMO TO: NC State Faculty

FROM: Larry A. Nielsen  
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SUBJECT: Faculty Responsibilities for Providing Accommodations to Students with Disabilities

DATE: August 18, 2008

Providing a conducive learning environment to students with disabilities is an important faculty responsibility. The Disability Services Office (DSO) is eager to assist you in fulfilling that responsibility and in building a successful community of learning for each student. DSO services and procedures can be found at <http://www.ncsu.edu/dso> or you may contact the office directly at 919-515-7653 (voice) or 919-515-8830 (TTY). Our success, however, depends heavily on your active participation.

Federal law mandates that the faculty provide reasonable accommodations to students with disabilities. (See [NC State's Academic Regulation for providing accommodations for students with disabilities.](#)) These accommodations are based on the premise that students with disabilities need an equal opportunity to acquire information and demonstrate what they have learned. This does not mean lowering class standards, but it may mean having students learn and express knowledge in a different mode.

DSO provides each faculty member, identified by the student, with a letter that verifies that appropriate documentation is on file and that the student has a substantiated disability requiring effective reasonable accommodations. This letter lists the accommodations for which the student qualifies. Any student requesting accommodations without such a letter should be directed to the DSO office in Suite 1900, Student Health Center.

You should also make an announcement at the beginning of the semester inviting students with disabilities to schedule an appointment to discuss academic accommodations with you.

We also must provide students with disabilities the same access to University notices as provided to other students concerning all academic matters. This means that print notices you mail or post on classroom or departmental doors must be provided in an appropriate alternate format for students with disabilities.

Thank you for your attention to the important goal of providing a learning environment conducive to the success of each NC State student.