

Grievances

ADA/Section 504 Grievance Procedure for Students

The University of Alabama in Huntsville is committed to encouraging and sustaining a learning community free from prohibited discrimination, harassment, and retaliation, which includes ensuring equal access to educational programs and activities to students with disabilities. The University complies with all applicable laws prohibiting discrimination on the basis of a disability, including the Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act of 1973.

- If you feel you have been discriminated against based on your disability, please contact Disability Support Services in writing.
- If an instructor or other university faculty or staff member has denied a reasonable accommodation determined by Disability Support Services, please contact Disability Support Services immediately to ensure access can be provided in a timely manner.
- If you have a concern regarding an accommodation determination or the implementation of an accommodation, please follow the steps below.

Step 1:

Contact Disability Support Services (256-824-1997) and request to speak or meet with the Senior Coordinator, Kelly Cothran. The student and the Senior Coordinator will discuss the concern and attempt to provide a resolution.

Step 2:

If the student is not satisfied with the resolution proposed by the Senior Coordinator, the student should submit a written or recorded complaint to the Associate Provost, Dr. Brent Wren (wrenb@uah.edu). The request should include the following information:

The student's name, address, email address and phone number;

A full description of the student's concern;

A description of the efforts made to resolve the concern through DSS/Senior Coordinator; and

A statement of the resolution requested.

Upon receipt of the complaint, the Associate Provost will provide the student with written notice acknowledging receipt of the complaint and will promptly initiate a review of the matter. The investigation may be informal, but it must be thorough. Upon completion, the Associate Provost will prepare and transmit a written decision on the grievance no later than 30 days after its filing.

US Department of Education Contact Information

The availability of this grievance procedure does not prevent persons from filing a complaint of discrimination on the basis of a disability with the U.S. Department of Education, Office for Civil Rights.

Office for Civil Rights/Atlanta

U.S. Department of Education

61 Forsyth Street S.W., Suite 19T70

Atlanta, GA 30303-8927

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