



## **Policy for Students and Applicants with Disabilities**

It is the policy of Perry Technical Institute (PTI) to comply with all federal and state laws concerning facility access and the education of persons with disabilities. PTI will provide reasonable accommodations to students if the school is notified that a student with a disability requires an accommodation in order to pursue or continue training at Perry Technical Institute. An accommodation is not intended to lower or to substantially modify a course of study or its standards or expectations. PTI will work with the student to reasonably accommodate him or her so that he or she can learn in the classroom and lab settings, unless the accommodation causes undue hardship, fundamentally alters the program or course of study or causes undue financial burdens.

In carrying out the policy regarding students and applicants with disabilities, we recognize that disabilities include mobility, sensory, health, psychological and learning disabilities, and we make efforts to provide reasonable accommodations to these disabilities to the extent it is readily achievable to do so. While our legal obligation relates to disabilities of a substantial and long-term nature, it is our practice to also provide accommodations, when possible, to temporary disabilities such as a broken leg and for pregnancy.

### **Admissions**

Applicants are not required to indicate on the application whether they have a disability. However, applicants who wish to have their disabilities considered as factors in the admissions process and/or in the program course, must identify the disability and provide an explanation of why a disability is a factor at the time of application. If the applicant wishes the disability to be considered as a factor, it will be necessary for the applicant to provide appropriate documentation of the disability.

Waiver of the entrance examination is unlikely to be granted except in extremely unusual circumstances.

### **Accommodations**

Students with disabilities who require accommodations must make those needs known in a timely fashion and must be able to provide appropriate documentation and evaluations as necessary and/or as required by the school. Please note that IEPs and 504 plans alone are not used to define disabilities or accommodations.

Perry Technical Institute will make reasonable accommodations for documented disabilities. However, PTI retains the right to establish academic standards and requirements for each program. Requested accommodations will not be provided if they fundamentally alter the nature of the program or if they would be unduly burdensome either financially or administratively.

Information related to an accommodation request will be treated as confidential, except that: a) faculty and department heads may be informed, on a need-to-know basis, regarding necessary restrictions on the work or assignments of the student and any necessary accommodations, b) first aid and safety personnel may be informed, when appropriate, if the disability might require

emergency treatment, c) government officials investigating compliance with the Americans with Disabilities Act shall be provided relevant information on request.

### **Disability Verification and Documentation**

In each event, the cost of obtaining professional verification is the student's responsibility. If the initial verification is incomplete or inadequate to determine the extent of the disability and appropriate accommodations the Institute shall have the discretion to require supplemental assessment of a temporary disability. The cost of the supplemental assessment shall be the responsibility of the student. If PTI requires an additional assessment for purposes of obtaining a second professional opinion the Institute shall bear any cost not covered by any third-party payer.

Verification documentation should be submitted to the Associate Dean of Education.

### **Physical Disability**

A student with a physical disability must provide professional verification certified by a licensed physician, psychologist, audiologist, speech pathologist, rehabilitation counselor, physical therapist, occupational therapist or other professional health care provider who is qualified in the diagnosis of the disability. The verification must reflect the student's present level of functioning of the major life activity affected by the disability.

### **Learning Disability**

A student with a learning disability must provide professional testing and evaluation results which reflect the individual's present level of processing information and present achievement level.

The four criteria necessary to establish a student's eligibility for learning disability adjustments or accommodations are:

- (1) Average or above intelligence as measured by a standardized intelligence test which includes assessment of verbal and non-verbal abilities;
- (2) The presence of a cognitive-achievement discrepancy or an intracognitive discrepancy indicated by a score on a standardized test of achievement which is 1.5 standard deviations or more below the level corresponding to a student's sub-scale or full-scale IQ;
- (3) The presence of disorders in cognitive or sensory processing such as those related to memory, language, or attention; and
- (4) An absence of other primary casual factors leading to achievement below expectations such as visual or auditory disabilities, emotional or behavioral disorders, a lack of opportunity to learn due to cultural or socio-economic circumstances, or deficiencies in intellectual ability.

### **Documentation verifying the learning disability must:**

- Be prepared by a professional qualified to diagnose a learning disability, including but not limited to a licensed physician, learning disability specialist, or psychologist;
- Include the testing procedures followed, the instruments used to assess the disability, the test results, and a written interpretation of the test results by the professional;



- Reflect the individual's present level of functioning in the achievement areas of: reading comprehension, reading rate, written expression, writing mechanics and vocabulary, writing, grammar, and spelling; and
- Reflect the individual's present level of functioning in the areas of intelligence and processing skills.

The assessment must provide data to support the request for any academic adjustment. In the event that a student requests an accommodation that is not supported by the data in the assessment, or if the initial verification is incomplete or inadequate to determine the extent of the disability, then it is the responsibility of the student to obtain supplement testing or assessment at the student's expense.

### **Temporary Disability**

Students seeking accommodations on the basis of a temporary disability must provide documentation verifying the nature of the condition, stating the expected duration of the condition, and describing the accommodations deemed necessary. Such verification must be provided by a professional health care provider who is qualified in the diagnosis of such conditions. The assessment of verification of disability must reflect the student's current level of disability, and shall be no older than 60 days.

### **Requesting Accommodations**

Contact the Associate Dean of Education with any questions or requests for accommodation, by email [ada@perrytech.edu](mailto:ada@perrytech.edu) or by phone 509.453.0374.

### **Perry Technical Institute Notice of Non-Discrimination**

Perry Technical Institute does not discriminate or permit discrimination by any member of its community against any individual on the basis of race, color, religion, national origin, age, ancestry, sex, veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability in its programs and activities.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator  
Perry Technical Institute  
2011 W. Washington Ave.  
Yakima, WA 98903  
509.453.0374 or 888.528.8586  
Email: [titleix@perrytech.edu](mailto:titleix@perrytech.edu)