



TITLE:	AMERICAN WITH DISABILITIES ACT		
EFFECTIVE DATE:	April 10, 2002		
LAST REVISION:	October 26, 2007	Policy No.	6.008.1

Policy Statement

In accordance with the Louisiana Community and Technical College System Policy II.3.023, it is the policy of Sowela Technical Community College to provide equal opportunity for all qualified persons without regard to disability in the recruitment of, admission to, accessibility to, participation in, treatment in or employment in the programs and activities operated and sponsored by SOWELA, pursuant to the Americans with Disabilities Act of 1990 (ADA) and other related federal and state law.

The Rehabilitation Act of 1973 laid the groundwork by requiring employers and institutions to employ and advance in employment “qualified handicapped individuals,” and to make “reasonable accommodations” for these individuals. The ADA changes the “handicapped” terminology to “disabled” and broadens the coverage.

Sowela prohibits discrimination against qualified persons with disabilities in employment, academic and other programs, public services, transportation, public accommodations and telecommunications. Additionally, Sowela is committed to promoting an atmosphere to end discrimination against individuals with disabilities, to bring persons with disabilities into the social and economic mainstream and to provide enforceable standards to address discrimination against individuals with disabilities.

Sowela is responsible for establishing procedures for requesting reasonable accommodation and an ADA grievance procedure.

Sowela prohibits retaliation against an individual requesting accommodation under the Americans with Disabilities Act.

Employees and Applicants for Employment

Sowela prohibits discrimination against qualified individuals with disabilities because of the disability in the areas of: hiring, advancement, discharge, compensation, training and other terms and conditions of employment (such as pre-employment testing and selection procedures).

Sowela will provide “reasonable accommodations” to disabled applicants or employees, upon request, unless the accommodation would present an “undue hardship”. The determination of “undue hardship” is a decision that grows out of the ADA Accommodation Assessment process and is made by the designated “Office of Special Programs.” Sowela will have a designated “Office of Special Programs” which may stand alone or such duties may be made a part of an existing department. In all cases in which a reasonable accommodation is requested, the Sowela representative receiving the request should contact Human Resources to obtain appropriate guidelines.

Source of Policy: HR
Related Policy: LCTCS

Responsible Administrator: Human Resources
LCTCS Policy Reference: 6.008.1
LCTCS Guideline Reference: NA
Date: _____

Approved by: _____
Chancellor