

FACILITIES & SERVICES FOR STUDENTS WITH DISABILITIES

POLICY

Milwaukee Career College is also committed to complying with the Rehabilitation Act of 1973(Section 504) and its regulations as well as the Americans with Disabilities Act (ADA). Milwaukee Career College does not discriminate on the basis of race, color, religion, creed, national/ethnic origin, sex, age, disability, or sexual orientation in the administration of its admissions and educational policies, loan programs, hiring, and other school administered activities.

REASONABLE ACCOMMODATION

Milwaukee Career College's facilities including classrooms, bathrooms, hallways, and parking areas are designed to help accommodate students with disabilities. Elevators are also available to assist applicants and students in transferring between floors to classrooms, offices, and other college facilities. Applicants and students requesting reasonable accommodations are required to indicate their additional needs and make a request in writing to their Admissions Representative (prospective students) or to their Program Chair (current students).

PROCEDURE FOR REQUESTING ACCOMMODATION

Applicants and students with disabilities requesting reasonable accommodation should submit their request in writing to their Admission Representative (prospective students) or to their Program Chair (current students). All requests for accommodation should indicate the nature of the disability/disabilities as well as the accommodations that are being sought. Milwaukee Career College requires that the applicant/student provide documentation of their disabilities for verification purposes. Documentation includes, but is not limited to, medical records from licensed professionals regarding the nature and impact of the disability/disabilities indicated.

All information provided to Milwaukee Career College regarding the applicant or student's disability will remain confidential. Each case is assessed on an individual basis and will be reviewed by the Admissions Representative (prospective student) or Program Chair (current student) and then forwarded to the MCC Management Team. Once the Management Team has reviewed the request, they will notify the applicant/student of their response in writing which will include a list of the reasonable accommodations that have been approved for the applicant/student.

APPEAL PROCESS

Applicants or students that wish to appeal a decision regarding their reasonable accommodations request should submit their appeal in writing to the MCC Management Team. All appeals will be reviewed in a timely manner and the student will be notified of the final response. If the applicant/student continues to disagree with the decision they should follow MCC's Grievance Policy as stated in the MCC Institutional Catalog.