

# Academic Success and Disability Resources

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Stacy Collins, Director of Academic Success  
Stephanie Potthoff, Associate Director of Academic Success and Accessibility (ADA/504 Coordinator)

Stetson's academics can be rigorous and challenging at times. Academic Success offers coaching, tutoring, Stetson Peer Instruction (SPI), supplemental advising support, and skills-based learning to all Stetson students. Students can receive Success Coaching through requesting one-on-one coaching appointments with trained Success Coaches made up of qualified students and staff; additionally students can attend any of the free tutoring or SPI sessions offered in the Hollis Family Student Success Center and around campus for some of our more challenging lower-level courses (view our tutoring offerings (<http://www.stetson.edu/administration/academic-success/tutoring.php>) and our SPI sessions (<http://www.stetson.edu/administration/academic-success/spi.php>)). By participating in Success Coaching, tutoring, and/or SPI students will learn and develop skills and strategies to help them succeed at Stetson and beyond.

## Accessibility Resources for Students with Disabilities

Stetson University values diversity and inclusion and seeks to provide equal access and opportunity to all of its students. Academic Success promotes the full inclusion of students with disabilities and facilitates access to adaptive technology, accessible class materials, and academic accommodations; coaching and resources; guidance and education to the campus community; and advocacy for equal opportunity and access.

## How to Request Services for Students with Disabilities

As a student, you should:

1. Complete the Accommodations Profile located at the following link: accommodations profile (<https://secure.stetson.edu/forms/administration/academic-success/profile/accommodations/index.php/>). This form provides a student with the opportunity to share their personal strengths, barriers they have experienced due to a disability, and potential accommodations they would like to discuss to address those barriers at Stetson University.
2. Submit relevant disability-related documentation. This documentation may be in the form of an evaluation conducted by a credentialed professional, an Individualized Education Plan (IEP), 504 Plan, etc. The documentation should provide a description of the disability and outline recommendations for any academic accommodations to eliminate barriers to the educational experience. New students are encouraged to send their documentation after being accepted to Stetson University. Please refer to our Documentation Guidelines, available at: <https://www.stetson.edu/administration/accessibility-services/index.php> (<https://www.stetson.edu/administration/accessibility-services/>)

Please submit documentation through fax (386-822-7322), email [asc@stetson.edu](mailto:asc@stetson.edu), or by mail:

Stetson University

c/o Academic Success  
421 N. Woodland Blvd., Unit 8366  
DeLand, FL 32723

1. Upon receipt of the student's profile and documentation, an Academic Success team member will schedule a welcome meeting with the student to review the student's request, discuss options to address barriers to access, and determine reasonable accommodations at Stetson University.
2. After initially establishing accommodations, it is the student's responsibility each semester to request their accommodations online at the following website: accommodations request (<https://www.stetson.edu/administration/accessibility-services/seeking-accommodations.php>). Upon receipt of the request, Academic Success will electronically notify the student's professors of the accommodations.

Please note that accommodations are not retroactive. The student is eligible for accommodations based upon the date the student requests accommodations and/or signs the forms with Academic Success. Also note that some accommodations may take several weeks to arrange, so timely receipt of documentation and request of accommodations are essential. Students are responsible for maintaining contact with Academic Success to update pertinent information, seek assistance for learning strategies, or discuss accommodation issues.

## ADA Grievance Procedure

Stetson University values a community environment free of discrimination and harassment and therefore prohibits conduct which prevents free academic interaction and opportunity, or which creates an intimidating, hostile, or offensive study, residential, or work environment. In conjunction with this, Stetson University complies with Title III of the Americans with Disabilities Act of 1990, the Rehabilitation Act of 1973 (Section 504), and the University's academic standards to ensure that there will be no discrimination on the basis of disability. Due to these laws and University values, no qualified individual with a disability shall be denied access to or participation in services, programs, and activities offered at Stetson University.

The University will make a good faith effort to seek resolution to a problem informally brought to its attention through discussion and communication with the department or unit involved and with appropriate University officials. The University encourages all faculty, staff and students to attempt an informal resolution prior to initiating the formal grievance procedure.

Students with disabilities who believe that they have been denied "reasonable accommodations" for their documented disability, been excluded from participation in, been denied the benefits of, or otherwise have been subjected to discrimination on the basis of their disability should follow the subsequent steps.

1. The student should schedule a meeting with the ADA/504 Compliance Coordinator for Students/Associate Director of Academic Success, 386-822-7127, [asc@stetson.edu](mailto:asc@stetson.edu) 209 E. Bert Fish Dr.
2. The Associate Director of Academic Success and Accessibility will investigate the complaint, which includes but is not limited to personal interviews with all relevant parties, and attempt a resolution with the participants involved.

If the student is not satisfied with the outcome of the informal process, he or she may file a formal grievance within fifteen days after the conclusion of the attempt to informally resolve the differences.