

ALBRIGHT COLLEGE FOREIGN LANGUAGE ACCOMMODATION POLICY  
Rev. March 2012 and September 2012

As for any course, students may request an accommodation for foreign language courses if they provide current and comprehensive diagnostic evidence of a disability or medical condition that specifically and substantially interferes with learning a foreign language. Only relevant diagnoses based on testing and assessment performed by licensed and qualified clinicians and/or physicians will be considered. The College has designated the Disability Services Office as the office that sets documentation requirements for academic accommodations from students with disabilities and medical conditions. The Disability Services Office makes determinations on all academic accommodation requests case by case, based on the documentation and consultation with the student. This collaborative process can involve discussions with relevant faculty and outside clinical consultation if warranted. Documentation standards can be obtained on the Albright College website or from the Director of Disability Services [ybeaman@alb.edu](mailto:ybeaman@alb.edu).

Students who receive accommodations in foreign language classes and who, with diligent effort, still cannot succeed by reason of a disability may request a substitution for the General Studies foreign language requirement. Because foreign language is one of the essential liberal arts requirements of the College, students who make this request must complete any foreign language course in which they are enrolled, must have been approved for and used accommodations for at least half of the course, and must have received regular tutoring through the Academic Learning Center for at least half of the course. A student may apply for the substitution accommodation having not met these requirements, in exception to the usual policy, and on rare occasions the EDC may recommend, in the interest of equity, an exception whereby a the student receives the foreign language substitution without having fully satisfied all of the criteria named above.

Students initiate the substitution request by sending a letter in which they state their disability and resulting limitations that interfere with their ability to complete our foreign language requirement successfully. This written statement should also describe their K-12 and college experience in foreign language study and the reasons they believe their disability limits their ability to complete the foreign language requirement. This written statement and all supporting documentation, including relevant clinical assessments, should be submitted to the Director of the Disability Services Office. Requests are decided on a case-by-case basis by a faculty committee, the Enrollment Development Committee (EDC), and are not automatically granted. The EDC will take into account the student's statement and supporting documentation, as well as information from his/her foreign language instructor(s) and from academic support services regarding the student's effort and performance.

If approved for a foreign language substitution at Albright, students must complete a like number of cultural courses designated by the chairs of the Modern Foreign Language or Classical Language departments. A list of these courses is available at the Registrar's Office. Cultural courses taken as an accommodation will not count toward any other degree requirement. If a substitution is granted for reason of disability or medical condition, past non-quality grades earned at Albright in foreign language courses may be converted to "W" (Withdrawal) grades at the student's request.

All evaluation, diagnosis, and related costs incurred by a student seeking this substitution are solely the responsibility of the student. Students are strongly advised to make such requests in the freshman or, at the latest, sophomore year, in order to complete the required courses and remain on track for graduation.

A student who disagrees with a decision regarding any accommodation should speak directly with the Director of the Disability Services Office to resolve the issue. If a satisfactory resolution cannot be reached, the student should appeal to the Enrollment Development Committee, via a letter to the Dean of Undergraduate Studies. If, however, the accommodation decision under appeal was one that originated with the EDC, for example denial of a foreign language substitution, then the next appeal should instead be directed to the Provost, again via a letter to the Dean. A determination will be forthcoming within one month of the Dean's receipt of the appeal. If the student contests the decision on an appeal to the Provost, he or she should then appeal to the College's Affirmative Action Officer, who is the Director of Human Resources.