



**Policy**

**5140 Disabled Student Programs and Services (DSPS)**

Students with disabilities shall be reasonably accommodated pursuant to federal and state requirements in all applicable programs in the District.

The Disabled Student Programs and Services (DSPS) program shall be the primary provider for support programs and services that facilitate equal educational opportunities for disabled students who can profit from instruction as required by federal and state laws.

DSPS services shall be available to students with verified disabilities. The services to be provided include, but are not limited to reasonable accommodations, academic adjustments, technology accessibility, accessible facilities, equipment, instructional programs, rehabilitation counseling and academic counseling.

No student with disabilities is required to participate in the Disabled Student Programs and Services program.

The District shall respond in a timely manner to accommodation requests involving academic adjustments. The Chancellor shall establish a procedure to implement this policy which, at a minimum, provides for an individualized review of each such request, and permits interim decisions on such requests pending final resolution by the appropriate administrator or designee.

The Chancellor shall assure that the DSPS program conforms to all requirements established by the relevant law and regulations.

**References:**

Education Code Sections [67310](#), [84850](#); Title 5, Section [56000 et seq.](#) and [56027](#)

**Adopted:** June 28, 2004

**Revision Adopted:** April 9, 2014

**Administrative Procedure****5140 Disabled Student Programs and Services (DSPS)**

The District maintains a plan for the provision of programs and services to disabled students designed to assure that they have equality of access to District classes and programs. This plan serves as a contract between the district and the State Chancellor's Office. It includes long-term goals, short-term measurable objectives, activities for accomplishing the goals, and methods for program evaluation.

Eligible students include those with verified physical disabilities (visual and mobility impairments), communication disorders (hearing impairments), learning disabilities, acquired brain impairments, developmental delays in learning, psychological impairments, and other conditions (e.g., asthma, kidney disease, etc.).

Verification of a student's disability must be provided by a professional certified to diagnose and/or treat the condition of the student applying for services. In some situations the DSPS Specialist may verify the disability of the student by direct observation or review of medical or educational records. To be eligible for services, students must also show proof that their disability creates functional limitations in an academic setting.

Special support services are provided to students with disabilities in addition to those services provided to all students. These services enable students with disabilities to participate in regular programs and classes. They include, but are not limited to, adaptive equipment (e.g., tape recorders, adapted keyboards, etc.) and software, registration assistance, disabled parking, test accommodations, assessments, counseling, sign language interpreters, note takers, alternate media, and specialized tutoring.

Special class instruction in select areas is provided to students with disabilities. These classes are designed to help students overcome educational limitations or acquire skills necessary for completion of the goals set in their educational contracts.

Student Educational Contracts (SEC) are established for all students registered with DSPS in consultation with a DSPS Counselor. The SEC outlines special instructional and educational goals, describes objectives and activities leading to the achievement of students' goals, and measures progress. Services prescribed in the SEC are reviewed and updated annually, or more frequently when a change occurs in the students' educational goals or accommodations required.

All student files contain a release of information form that is signed by the student. DSPS student records are confidential and can be disclosed only with the student's written permission.

Students registered with DSPS are expected to comply with the Student Code of Conduct, make responsible use of accommodations and services, adhere to written service provision policies and make measurable progress towards achievement of the goals set forth in their SEC.

Each college has an Advisory Committee that meets a minimum of one time per year to provide direction and guidance to the DSPS program. The Committee is comprised of students, as well as representatives from the disability community, and organizations and agencies for people with disabilities.

1 Provisions for course substitutions and waivers are established on each campus, along with administrative  
2 procedures.

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4 **References:**

5 Title 5, Section [56000 et seq.](#) and [56027](#)

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7 **Procedure Last Revised:** ~~April 11, 2007~~, April 9, 2014

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