What can I expect at SFC?

College Mission

St. Francis College has a proud heritage of providing students with the preparation they need to take their places as contributing members of society. We educate the whole person for a full, relational life, developing the students’ talents and abilities to form confident alumni well prepared for graduate study, for meaningful, fulfilling careers, as well as for collaborative, service-oriented leadership.

Educational Plan

For information about Academic Accommodations available on campus, please contact the Learning Resources and Disabilities Coordinator following admission to St. Francis College. As the student, you are a vital source of information regarding how you may be “limited” by a specific disability. Ensuring that your educational plan provides effective access requires you to play a collaborative role in relaying your unique experience. The Disability Service Office works collaboratively with the Academic Enhancement Center (AEC) to facilitate testing accommodations on campus.

Academic Accommodations

Three possible types of accommodations:

1. Alternative instructional methods (supplementing lectures with power point, white board, Canvas etc.)
2. Auxiliary aids (tape recorders, note-takers, and assistive technology)
3. Alternative methods of evaluation (oral exams, etc.)

The precise nature of an accommodation for any particular student depends on the nature of the disability. Reasonable accommodations may extend beyond exams and include assignments such as term papers, lab reports etc.

The Student’s Right to Privacy

Confidentiality

The records you provide to St. Francis College in relation to your disability are confidential. The identification of a student as a “student with a disability” is strictly confidential and will only be revealed to the student’s academic team (the Learning Resources and Disabilities Coordinator, Assistant Dean of Freshman Studies and Academic Support, Academic Advisor, current professors, Director of Academic Enhancement and necessary supporting staff).
Academic Accommodations: A quick overview

Your Role as a Student

Student Responsibilities

- Enroll in courses appropriate to my course of study as agreed upon with my advisor and the Learning Resources and Disabilities Coordinator.
- Enroll in classes recommended by my academic team to improve reading, writing, math or computer skills, if testing/performance indicates such classes are necessary.
- Attend all class sessions for all enrolled courses, unless otherwise medically excused.
- Contact the Learning Resources and Disabilities Coordinator immediately if you have questions or concerns about your Educational Plan.
- Present accommodation letter(s) to current professor(s) and discuss your individual needs and or concerns with the professor.
- Coordinate with your professor(s) available time(s) to take any examinations which require extended time or a reduced distraction environment.

The Review Process

Grievance Procedure

St. Francis College is committed to a policy of ensuring that no individual with a disability is excluded from participation in, denied the benefits of, or subjected to discrimination in college programs or activities due to his or her disability. Every student with a documented disability receiving academic accommodations has the right to file a grievance complaint at any time with the Assistant Dean of Freshman Studies and Academic Support in regard to the administration of their accommodations and services at St. Francis College.

In addition, any student who believes that he or she has may have been denied access or accommodations required by law shall have the right to invoke the Grievance Procedure.

In the event of a grievance complaint; the Assistant Dean of Freshman Studies and Academic Support will meet individually with the student to review all relevant content and/or documentation presented to the Learning Resources and Disabilities Coordinator. The Assistant Dean of Freshman Studies and Academic Support decision will be final.

Program Alteration

Course Substitutions

Course substitutions may be granted in extenuating circumstances and will be evaluated on a case by case basis. These substitutions will be granted at the discretion of the Academic Deans (Dean Michalski and Dean Burdowski)