



Office of Student Accessibility Release for the Confidential Disclosure of Information

I, _____, give permission to the Office of Student Accessibility staff to share pertinent information with the Provost’s office, my instructors, academic advisors, Success Coaches or any other necessary personnel for the purpose of coordinating approved accommodation(s). I understand that the information shared by the Office of Student Accessibility will be limited to details around academic needs and accommodation only, and that personal information (i.e. diagnosis, nature of academic issue, testing information, etc.) will not be discussed except in extreme circumstances or when this information is necessary in providing the accommodation(s). I understand that this release is valid for the entire time I am a student at Cheyney University of Pennsylvania. I also understand that I can revoke this release at any time.

Student’s Role

The student requesting Accessibility Services provides the Office of Student Accessibility with sufficient documentation, describing the impact of their medical condition in an academic setting. The student meets with the Office of Student Accessibility to complete a clinical intake and review the results of the evaluation. The student is expected to contact their faculty and other university personnel in a timely manner to schedule a meeting to discuss their accessibility services. Services for a particular student may vary from course to course.

The Office of Student Accessibility (OSA) Role

The Office of Student Accessibility reviews and verifies the supporting documentation submitted by the student or their authorized representative, conducts a clinical interview and administers additional assessment as necessary to make recommendations for accommodations needed to provide equal access to academic content and campus social life. The Office of Student Accessibility may consult with the faculty teaching the course, or the department chair, a student is enrolled in during the above semester to clarify the nature of a course or program of study and discuss the Accessibility Services that may be appropriate. The Office of Student Accessibility will provide periodic review of the accommodations plan to empower the student to fulfill their role in requesting specific services. OSA is available to consult with the student and faculty regarding questions and concerns related to the accommodations plan.

Faculty Member’s Role

The faculty member meets with the student to discuss the student’s Confidential Disclosure of Information form and accessibility services. The faculty member also collaborates with the student and evaluating Psychologist around the provision of Accessibility Services. If a faculty member has questions regarding the provision, or appropriateness of recommended Services, they are encouraged to consult with the Office of Student Accessibility at accessibility@cheyney.edu.

Academic Success Center (ASC)

The student will submit a copy of this paperwork to Mr. Julani Ghana, Director of the Academic Success Center and set up established times for tutoring and resource support for the above noted semester.

I have read and understand the information above.

Student Name (Print): _____

ID: _____

Signature: _____

Date: _____