

Policy on Accommodations for Guest Students from Other Universities

This policy outlines the process by which guest students from other universities who are temporarily enrolled at Bethel University (BU) may receive academic accommodations. The intent is to ensure equitable access for visiting students while maintaining consistency with BU's established accommodation practices. This policy applies to all guest or consortium students enrolled in coursework at BU who have documented disabilities and receive accommodations through their home institution.

Bethel University is committed to providing reasonable accommodations to students with documented disabilities in accordance with applicable federal laws. Accommodations given to guest students may not be identical to those provided at the home institution (e.g. specific assistive technology), but will be comparable in effect, consistent with Bethel University's policies, academic requirements, and resources.

Accommodations Will Be Based On:

- Documentation of disability status and approved accommodations from the student's home institution
- An interactive process with Disability Services at Bethel University

Submission of Documentation & Determination of Accommodations

- Guest students must submit the official documentation letter of approved accommodations from their home institution to academicsuccess@betheluniversity.edu at least two weeks prior to the start of classes, or as soon as possible. *Accommodations are not retroactive.*
- Additional documentation may be requested to clarify functional limitations or required supports.
- The CAS will review documentation and may meet virtually with the student.

Implementation

- The CAS will issue a written accommodation plan to the student and their Bethel instructors.
- Faculty and staff are expected to implement accommodations as outlined by the CAS.
- Students are responsible for communicating with their professor and following university procedures.

Limitations

- Accommodations that fundamentally alter course objectives, compromise essential academic standards, or impose undue administrative or financial burdens on Bethel University will not be provided.
- Accommodations approved by a student's home institution may not be provided at Bethel if they are not supported by the professional judgment of Bethel's Disability Services.
- Unique services provided at the home institution (e.g., personal aides, home-campus tutoring, or specific assistive technology not available at Bethel University) may not be replicated, but students will be referred to available campus resources.

Confidentiality

All disability-related records and communications will be kept confidential and maintained separately from academic records, in accordance with FERPA and university policy.

Appeals

Students who believe their accommodation needs have not been appropriately addressed may appeal to the Director of the Center for Academic Success.