

Whether a requested accommodation would fundamentally alter an essential requirement of a course or program will generally need to be determined on a case-by case basis and is not the sole determination of one faculty member. The goal in determining whether a fundamental alteration exists is to separate out general expectations and what has always been done from what are the truly essential objectives and components of the course or program. Methods of instruction and assessment can be examined to determine how information is taught and what alternative opportunities are available for teaching and learning the information, the format of materials, skills etc. Flexibility in achieving outcomes may be appropriate depending on the nature of the course and its requirements.

If an instructor believes that an accommodation would fundamentally alter an essential requirement:

- The faculty member should reach out to ODS for consultation and make efforts to resolve questions/concerns.
- If concerns/questions are not resolved, deliberative discussion should take place to determine whether by providing the accommodation that a fundamental alteration to a learning outcome exists and the accommodation is unable to be provided.
- In general, individuals involved in a deliberative discussion may include the Professor/Instructor, Department Chair, ODS staff and other administrators deemed appropriate to determine the reasonableness of the request and any possible alternative solutions.
- The ODS can help as needed with communication of the final decision regarding the request for

