

Northwest Florida State College
Guidelines on Course Substitutions for Students with Disabilities

Northwest Florida State College recognizes that certain disabilities may preclude a student from successfully completing a specific course requirement for a degree even with appropriate accommodations. NWFSC recognizes its obligation to accommodate students with disabilities without compromising the integrity of the academic program; therefore, in accordance with State Board of Education Rule (SBE) 6A-10.041, the following policies and procedures are established for providing reasonable course substitutions for eligible students with disabilities as required by Sections 1007.264 and 1007.265 Florida Statutes.

Students seeking a course substitution shall present appropriate documentation to the Coordinator of Disability Support Services. Requests for course substitutions will be considered on an individual basis based on the academic record and disability documentation of the student making the request. This documentation needs "to substantiate that the disability can be reasonably expected to prevent the individual from meeting requirements for admissions to the institution, admissions to a program of study, entry to upper division, or graduation..." It is recommended the student utilize the accommodations and support services available through Disability Support Services prior to applying for a course substitution waiver.

For purposes of this rule, the following definitions shall apply:

- A. **Hearing Impairment.** A hearing loss of thirty (30) decibels or greater, pure tone average of 500, 1000, 2000, and 4000 (Hz), unaided, in the better ear. Examples include, but are not limited to, conductive hearing impairment or deafness, sensorineural hearing impairment or deafness, and high or low tone hearing loss or deafness, and acoustic trauma hearing loss or deafness.
- B. **Visual Impairment.** Disorders in the structure and function of the eye as manifested by at least one of the following: visual acuity of 20/70 or less in the better eye after the best possible correction, a peripheral field so constricted that it affects one's ability to function in an educational setting, or a progressive loss of vision which may affect one's ability to function in an educational setting. Examples include, but are not limited to, cataracts, glaucoma, nystagmus, retinal detachment, retinitis pigmentosa, and strabismus.
- C. **Specific Learning Disability.** A disorder in one or more of the basic psychological or neurological processes involved in understanding or in using spoken or written language. Disorders may be manifested in listening, thinking, reading, writing, spelling, or performing arithmetic calculations. Examples include dyslexia, dysgraphia, dysphasia, dyscalculia, and other specific learning disabilities in the basic psychological or neurological processes. Such disorders do not include learning problems which are due primarily to visual, hearing, or motor handicaps, to mental retardation, to emotional disturbance, or to an environmental deprivation.
- D. **Orthopedic Impairment.** A disorder of the musculoskeletal, connective tissue disorders, and neuromuscular system. Examples include but are not limited to cerebral palsy, absence of some body member, clubfoot, nerve damage to the hand and arm, cardiovascular aneurysm (CVA), head injury and spinal cord injury, arthritis and rheumatism, epilepsy, intracranial hemorrhage, embolism, thrombosis (stroke), poliomyelitis, multiple sclerosis, Parkinson's disease, congenital malformation of brain cellular tissue, and physical disorders pertaining to muscles and nerves, usually as a result of disease or birth defect, including but not limited to muscular dystrophy and congenital muscle disorders.
- E. **Speech/Language Impairment.** Disorders of language, articulation, fluency, or voice which interfere with communication, pre-academic or academic learning, vocational training, or social adjustment. Examples include, but are not limited to, cleft lip and/or palate with speech impairment, stammering, stuttering, laryngectomy, and aphasia.

- F. **Emotional or Behavioral Disability.** Any mental or psychological disorder including but not limited to organic brain syndrome, emotional or mental illness, or attention deficit disorders.
- G. **Autism Spectrum Disorder.** Disorders characterized by an uneven developmental profile and a pattern of qualitative impairments in social interaction, communication, and the presence of restricted repetitive, and/or stereotyped patterns of behavior, interests, or activities. These characteristics may manifest in a variety of combinations and range from mild to severe.
- H. **Traumatic Brain Injury.** An injury to the brain, not of a degenerative or congenital nature but caused by an external force, that may produce a diminished or altered state of consciousness, which results in impairment of cognitive ability and/or physical functioning.
- I. **Other Health Impairment.** Any disability not identified in paragraphs (1)(a) through (h) of this rule, except those students who have been documented as having an intellectual disability, deemed by a disability professional to make completion of the requirement impossible.

Course substitutions will not necessarily be limited to the list below as most disabilities are unique and require individualized plans. If a substitution course is requested that is not on the approved list, the Substitution Committee will consult with the VP of Academic Affairs, appropriate Division Directors/Department Chairs, and Academic Deans as a part of the individual review of the request. As per State Board Rule 6A.10.0315, substitutions can include provisions that exempt the student from college preparatory requirements when such requirements are not considered an essential part of the curriculum in the student's academic program.

Students will be informed of substitution accommodations for students with disabilities through the college catalog and handbook, the orientation program, academic advisement, the college web site, and printed materials available through Student Affairs.

The following list of courses will be used as a guideline for selecting appropriate course substitutions for qualified students who have documented their disability in the Office of Disability Support Services:

General Education Mathematics:

ACG2001	Accounting I	ECO2013	Economics I
ACG2011	Accounting II	ECO2023	Economics II
COP1000	Introduction to Programming Concepts and Logic	ETI2110	Total Quality Tools
		GEB2430	Business Ethics
		PHI2600	Introduction to Ethics

Foreign Language:

ARH2050	Art History- Pre- Renaissance	HUM2700	Humanities- Foreign Studies
ARH2051	Art History- Renaissance – 18 th century Neo- Classicism	LIT2100	World Literature I
		LIT2120	World Literature II
		REL2300	Intro to World Religions
		WOH1012	World Civilization I
EDF2085	Intro to Diversity for Educators	WOH1022	World Civilization II

A student requesting a course substitution must make an appointment with the Coordinator of Disability Support Services. The Coordinator will review the student's documentation of disability and advise the student on whether his/her documentation is appropriate. The student will then complete a Course Substitution Request form which will be reviewed for a decision by the Course Substitution Committee. Members of the Course Substitution Committee will include the Chair of the Communications and Social Science Department, the Chair of the Mathematics Department, the Academic Dean for the Student's Major, the College Registrar, and the Coordinator of Disability Support Services.

Students will be provided a written statement of the Substitution Committee's decision. If the request for a course substitution is denied, the student will be given a written explanation of the reasons. In the event that the student would wish to appeal a Course Substitution Committee decision, he/she would appeal in writing to the Vice President for Academic Affairs. The Vice President for Academic Affairs' decision will be final.

Northwest Florida State College will honor substitutions granted by other state post-secondary institutions in the State of Florida per SBE 6A-10.041. If a student who has been granted a course substitution then transfers to a state post secondary institution prior to earning a degree, the Coordinator of Disability Support Services will collaborate with the Director of Counseling and Advising to contact the transfer institution to determine whether the substitution will be honored. The student will be advised accordingly.

Records on the number of students granted course substitutions will be kept by the Office of Disability Support Services and will include: type of disability, the substitutions provided, the substitutions identified as available for each documented disability, and the number of requests for substitutions which were denied.

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