

**Williams College**  
**Office of the Dean of the College**  
**Director of Academic Resources**

## **FACT SHEET -PHYSICAL DISABILITIES**

**Definition:** A physical impairment means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genito-urinary, hemic and lymphatic, skin and endocrine. In order to be considered a disability, the disorder(s) must substantially limit a major life activity.

**Diagnosis:** The professional (e.g., physician, nurse practitioner, physician's assistant) providing the assessment, rendering the diagnosis and making recommendations must be qualified to do so. The documentation should include the following: the name, title and professional credentials of the evaluator, including information about license or certification; area of specialization; employment and state/province in which the individual practices. All reports should be on letterhead, typed, dated and signed.

**The staff at the Williams College Health Center (413-597-2206) has experience in providing such diagnostic evaluations. In addition, they may be able to provide you with information about other professionals/specialists in this area who are also qualified to conduct such assessments.**

**Eligibility for accommodations:** Students are asked to provide a recent professional evaluation which identifies the disability, describes the substantial limitation caused by the disability, and recommends modifications to be provided. The documentation is intended to assist the student and the College in determining reasonable, appropriate and effective accommodations; test results must be applicable to the current situation. This documentation should include information regarding the onset, longevity and severity of the symptoms, as well as the specifics describing how it has interfered with educational achievement. Therefore, clear and specific evidence of a physical disability is necessary. All information is confidential, shared only with individuals determining the appropriate accommodations, and is not released to others without the student's permission.

**Implementation:** Students requesting accommodations submit a professional assessment of their disabilities to the Director of Academic Resources for review. The request is discussed with the student, the evaluator providing the assessment, the Health Center and/or Psychological Services Center and/or an outside disabilities consultant as necessary to determine an appropriate course of action. The Director communicates the need for accommodation in writing, advising the appropriate individual that a particular accommodation must be implemented. Such a procedure continues on a semester-by-semester basis.

**Grievance Procedure:** If a student is refused an accommodation he or she believes is necessary, he or she may consult with the Director of Academic Resources or the Dean of the College. If an agreement cannot be reached, the student may take the grievance to the Disabilities and Accommodations Advisory Group (DAAG) which would review the original request and any additional relevant information in order to make a recommendation.

### **Questions:**

Joyce P. Foster, Ph.D  
Director of Academic Resources  
Paresky Room 202  
(413) 597-4672  
[Joyce.P.Foster@williams.edu](mailto:Joyce.P.Foster@williams.edu)

Sarah Bolton  
Dean of the College and Professor of Physics  
Hopkins Hall  
(413) 597-4261  
[Sarah.R.Bolton@williams.edu](mailto:Sarah.R.Bolton@williams.edu)