

Retroactive Accommodation Guide

The Ontario Humans Rights Council 2018 Policy on Accessible Education provides a framework for consideration of Retroactive Accommodations.

Northern College's goal is to ensure equalized and barrier-free opportunities exist for everyone. When considering retroactive considerations, we are committed to prioritizing both institutional and student needs. This includes satisfying essential learning requirements, preserving academic integrity, and addressing the student's needs for accommodation.

A student may request a retroactive accommodation for – but not limited to:

- Completing outstanding work.
- Writing/rewriting exams
- Absences.
- Evaluations (test, exams, assignments.)

A variety of qualifying circumstances can lead to the disruption of a student's functioning and impair their capacity to meet academic expectations. Examples include but are not limited to:

- Medical conditions.
- A Death in the family.
- An injury or assault.
- Hospital admission.

Specific to mental health, sudden and acute emergencies can occur that affect a student's ability. Additionally, medications for treatments may cause side effects and can also lead to sudden impairment.

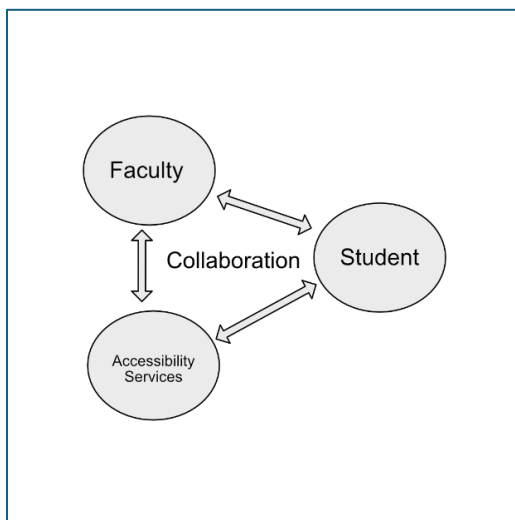
Roles & Responsibilities

A request for retroactive accommodation requires a collaborative effort. As a member of faculty, you will need to do the following as a Subject Matter Expert:

- Determining if a learning outcome has been met and recognizing that an outcome can be met in more than one manner;
- Developing and evaluating the method of measure/evaluation/grading used to assess learning; and
- Consulting with Accessibility Services and the Student in the process of a retroactive accommodation.

The **Accessibility Services Advisor (or Designate)** is responsible for:

- Ensuring that the request and consideration for retroactive accommodation meets the duty to accommodate.
- Reviewing, evaluating, and interpreting relevant documentation; while ensuring confidentiality.
- Suggesting options for the Student and Faculty to consider, and ensuring that the student has an equalized opportunity to demonstrate mastery of course outcomes.
- Working collaboratively with the Student and Faculty to determine the most appropriate way to address a retroactive accommodation request.



The Collaboration Process

It is important to consider the necessity of documentation when requesting. Requests for accommodation should be accepted in good faith. Northern College, as an accommodation provider, is required to “bear the cost of any required medical information or documentation”.

In some cases, access to a healthcare professional to complete a request for medical documentation may act as a barrier.