

NUMBER: SDRC 6.00

SECTION: Student Disability Resource Center

SUBJECT: Accessibility - Campus

DATE: July 1, 2007

REVISED: February 8, 2019

Policy for: Student Disability Resource Center; Columbia Campus

Procedure For: Student Disability Resource Center; Columbia Campus

Authorized by: Karen Pettus

Issued by: Student Disability Resource Center

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## I. Policy

Students with disabilities who may need assistance with accessibility issues on campus should register with the Student Disability Resource Center (SDRC). SDRC will work with the student and appropriate campus departments to address accessibility concerns. Accessibility concerns may include, but are not limited to: classrooms, buildings, desks, on-campus transportation, and outdoor areas.

## II. Procedure

Students with physical disabilities who have an accessibility concern should put the concern in writing. A concern may be reported via the SDRC Facility Access Issue form [https://www.sc.edu/about/offices\\_and\\_divisions/facilities/report\\_a\\_problem/index.php](https://www.sc.edu/about/offices_and_divisions/facilities/report_a_problem/index.php), by email, or by letter to “Student Disability Resource Center, University of South Carolina, 112A LeConte, Columbia, SC 29208.” Any student who has accessibility concerns with this online form should contact SDRC at 777-6142 or visit SDRC in 112A LeConte for assistance.

Students may also call 777-6142 or visit 112A LeConte to report an accessibility concern, however the student will also be asked to put the concern in written format.

### **Classroom Accessibility:**

Students registered with SDRC who may have accessibility concerns are encouraged to view each classroom before registering for classes each semester. Students registered with SDRC can schedule their classes in locations that are accessible to them by participating in the SDRC Early Course Registration. If a student’s specific section of a class is not accessible, the student should contact Student Disability Resource Center to address the concern. Student Disability Resource Center may

request that the class location be moved. It is important that the student address any accessibility issues with SDRC when registering for the class so that time is available to adequately address the concern.

**Accessible Desks:**

If a student registered with SDRC views the desks in a classroom and determines that an accessible desk is needed in the room, the student may request an accessible desk online at:

<https://sawebdev.wufoo.com/forms/r7x1q9>

Any student who has accessibility concerns with this online form should contact SDRC at 777-6142 or visit SDRC in 112A LeConte for assistance.

Desks should be requested at least one month prior to the first day of classes. The student must inform SDRC of any problems they experience with an accessible desk.

**Adaptive Transportation:**

Students registered with SDRC who have disabilities affecting mobility may on a case by case basis be approved for use of the Adaptive Transportation on campus. The campus shuttle system is accessible to many students with disabilities, but some students with disabilities affecting mobility may use the Adapted Van instead of the campus shuttle system. The Adapted Van is equipped with a wheelchair lift and is managed by Vehicle Management. When a student is approved by SDRC to use Adaptive Transportation, Student Disability Services contacts Vehicle Management with the name of the approved student after the student's Disability Services Orientation. Approved students may then contact Vehicle Management to schedule rides.

**Handicapped Parking:**

Students who would like to apply for a university handicapped parking sticker should contact Parking Services.

### III. Reason for Revision

Revised on February 8, 2019, to reflect current policies & procedures.