



# ADA Compliance

## POLICIES

Academic Integrity

ADA Compliance

Data Retrieval

Distance Learning

Documentation of Online Attendance (for faculty members)

Emergency Management

Exam Proctoring

Inclement Weather

Online Attendance and Participation (for students)

Student Complaint Process

Student Identity Verification

From time to time, students with a declared disability will enroll in an online course(s). At SHSU Online, we strive to make every effort possible to accommodate and appropriate the online content to the learner’s needs. Working in conjunction with the SHSU Department of Disability Services, we will ensure that our online environments are ADA Compliant.

## Common Accommodations for Students with Disabilities in an Online Course

Section 504 of the Rehabilitation Act requires that educational institutions make reasonable adjustments for students with disabilities in order that they not be discriminated against on the basis of their disabilities. Some of these adjustments may take on one or more of the following forms:

1. Providing extended time on tests: 1.5 X
2. Permitting Screen Magnification Software installations
3. Permitting Screen Reader Software Access
4. Audio/Video Captioning or Transcribing

Additional ways to assist learners with disabilities in an online course include tactics that are generally aligned with best practices for online teaching and may therefore be

already in use by SHSU online faculty. These indirect techniques that help all students (disabled or not) attend to and retain information presented in their online course may include:

5. The intentional and deliberate posting of reviews of past lessons or lectures
6. The provision of course calendars and/or assignment due date organizers, which Bb automatically provides via the What's New and What's Due course modules
7. Providing images and graphic displays to convey important concepts (benefits most students, with the exception of the visually impaired)

There may be other requests that may need to be made depending on the student's disability, but the above mentioned examples are the most common ways that SHSU Online works to make reasonable accommodations for our online learners who may be differently-abled.

## Additional Accommodations & Recommendations for Online Learning Environments

Following is a list of additional "cited" recommendations for making an online course ADA Compliant. While some of these occur naturally in the Bb environment, others require the manual input of the SHSU Online Course Development Team.

- Avoid blinking or flashing items that might distract students with LD (Cook, 2002; Crow, 2008).
- Use forms and tags that screen reading software can access. These are the descriptions faculty can write in the Alt Text Field in Bb when images and other multimedia is uploaded or linked in the text editor (Cook, 2002).
- Avoid special plug-in applications that require users to leave the web site and obtain software before viewing or listening to media (Cook, 2002).
- Incorporate consistent and easy-to-use navigation links (Cook, 2002; Crow, 2008; Dukes et al., 2009).
- Include warnings of timed responses so that students are aware if they are going to be disconnected from an exam (Cook, 2002).
- Provide alternative labels for graphic elements for speech output programs (Cook, 2002).
- Design web pages to be clear and free from unnecessary clutter (Crow, 2008; Dukes

et al., 2009).

- Avoid learning materials that rely exclusively on recognition of color by the student (Crow, 2008).
- Use page titles and headings (Crow, 2008; Dukes et al., 2009).
- Limit unnecessary graphics or pop-ups (Crow, 2008).
- Provide detailed notes embedded in posted online PowerPoints (Dukes et al., 2009).
- Offer opportunities for students to give each other feedback before submitting assignments (Dukes et al., 2009).

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## Process

Students requesting disability accommodations for on-line coursework are advised to visit the [SHSU Services for Students with Disabilities \(SSD\)](#) website, or contact SSD by phone, TDD, fax, or email at the numbers / email address listed below. Information on the SSD documentation guidelines and procedures to request services is available at the SSD site.

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## SSD Contact Information:

Voice: 936-294-1720

TDD: 936-294-3786

Fax: 936-294-3794

Email: [disability@shsu.edu](mailto:disability@shsu.edu)

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## Office Location:

Counseling Center, Lee Drain North Annex (next to Farrington Building)  
1916 Avenue J  
Huntsville, Texas 77340

## References

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Campus Map

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Where the Money Goes

College Portrait

HB 2504 Compliance

Privacy & Security Policy



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