

Instructors Disputing the Provision of an Academic Accommodation

1. Instructor communicates his/her concern regarding the educational accommodation or auxiliary aide to the DRC Counselor/Learning Disability Specialist who then communicates this accommodation denial to the DRC Director.
2. The DRC Director will then call together a Committee and follow the established Fundamental Alteration Protocol. Reasonable accommodation will be provided in the interim.
3. If not satisfied with the Committee's response/decision, instructor may appeal to the 504 Officer. Reasonable accommodation will be provided in the interim.
4. The 504 Officer has five working days to respond in writing to instructor and DRC and either affirm, deny or modify the accommodation. Instructor will be informed of next level of appeal. Reasonable accommodation will be provided in the interim.
5. If the instructor is not satisfied with the decision of the 504 Officer, he may appeal to the president of the college. Reasonable accommodation will be provided in the interim.

Palomar College 504 Officer

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