Naugatuck Valley Community College College Activity or Program Accessibility

It is the policy of Naugatuck Valley Community college to have classes, services, and activities accessible to all individuals who want to participate in College programs or activities. If a situation arises where an individual would like to request that a class, service or activity be accessible, the following policy will apply:

Room Accessibility

The College strives to support all requests on a timely basis. Therefore we ask that all accommodation requests be made as early as possible to provide the time required to avoid a delay or inability to comply with this request. A request by an individual to change the location of a class or college related service should be directed to the Office of Disability Services at (203) 575-8035 or lnovi@nv.edu. In the event that this Office is not available to provide this assistance, a request should then be made directly to the Events Planning Office at (203) 575-8226 or eclancy@nv.edu. A request to change the location of a College sponsored activity or program should be directed to the appropriate contact sponsor.

College Sponsored Activity or Program

- The College ADA Coordinator, specific academic division, club, or individual responsible for the college sponsored activity or program will be responsible for meeting any ADA requests for services and associated costs beyond access to the college facility.
- The following statement must be included on all literature publicizing the planned activity or program:
 - Individuals requesting accommodations should contact (name of activity or program contact with telephone number and e-mail). In an effort for the College to support all requests for accommodations, these requests when possible, must be submitted no less than ten working days prior to the scheduled activity or program. In the event the request is submitted after ten days, the College will try to accommodate the request to the best of its ability.
- The program contact will then coordinate accessibility with the Office of Disability Services at (203) 575-8035 or lnovi@nv.edu.

Contracted Event by an Outside Agency

When College facilities are utilized by an outside organization, the following requirements will apply. The term "outside organization" includes any person, group or legal entity authorized to use the facilities whose authorization does not include sponsorship or co-sponsorship by the college. (BOT 4.7.5)

- The primary sponsoring agency of a contracted event by an outside organization will be responsible for meeting any Americans with Disabilities Act (ADA) requests for services beyond college facility access; the College assumes responsibility for facility access and accommodations.
- The following statement must be included on all literature publicizing the contracted event:
 Individuals requesting accommodations must contact (name of event contact with telephone number and e-mail)

Effective Date: January 14, 2014

http://www.commnet.edu/Board-Docs/BPM COMPLETE MASTER.pdf

Naugatuck Valley Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of a mental disorder, learning disability or physical disability, political belief, veteran status, sexual orientation, genetic information or criminal record. The following individuals have been designated to handle inquiries regarding the non-discrimination policies: Jacquie Swanson, Associate Director of Human Resources/Title IX Coordinator, Room K704, Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708: 203-575-8043. Robert Divjak, Director of Facilities/Section 504/ADA Coordinator, Room C216, Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708; 203-575-8235.

Effective Date: January 14, 2014