

### **ADA GRIEVANCE PROCESS FOR STUDENTS**

Questions and concerns regarding accommodations and services for students with disabilities should be directed initially to Student Accommodation Services (SAS). If SAS cannot provide information or suggestions that resolve issues involving disability rights issues, a meeting with the student, the faculty member, SAS counselor and the Director of Counseling Services is the second step in resolving disagreements.

If an agreement concerning disability rights is not reached at this point, the final step in the grievance process will be filing a formal appeal to the Vice President and Dean of Academic Affairs. It is important that concerns are addressed promptly, so that the student's participation in the course of activity is not affected. A Grievance Request Form is available to students upon request. The appeal should clearly state the basis and rationale for the objection and should be transmitted as a confidential document to:

Keisha L. Lewis  
Director, Counseling Services  
205.929.1824  
[catcenter@miles.edu](mailto:catcenter@miles.edu)