Disability Services

About Us
At the Office for Disability Services (ODS), we collaborate with the university community to create accessible educational environments for students with disabilities.

“Disability” used in this context is a broad term. It includes mental health conditions, ADHD, chronic health issues, learning disabilities, temporary injuries (e.g., broken bone, concussion), and sensory/physical disabilities.

We know that you as a faculty or staff member have a critical role in this work. We are committed to partnering with you in both promoting inclusive course design and implementing effective accommodations.

We work with students, faculty and staff on the ATI/Wooster campus in collaboration with our colleagues at Student Life Disability Services and the ADA Coordinator’s Office.

We are available to you for consultation, both on individual student situations and broader curricular issues. You can contact us by email at faes-atiods@osu.edu. For more information visit our website.

Access
Creating access is not just the responsibility of ODS. Rather, creating access is a shared responsibility-- and valuable opportunity-- for the entire university community. Access matters, because:

- Students with disabilities make up an important cross-section of Ohio State. Approximately 1 out of 5 undergraduate students and 1 out of 8 graduate students have a disability (source).
- It allows students to learn and be evaluated fairly, based on their merits (not based on their disability-related barriers).
- It creates pathways for students with disabilities to achieve their full potential, leading to higher retention, graduation, and employment rates.

Universal Design and Accommodations

From course curricula to software programs to physical spaces on campus, we can collaborate with you to create accessible educational environments for students through Universal Design and Accommodations.

Universal Design: “Universal design” is the design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or retrofitting. Practicing universal design principles for our physical spaces, curricula, and student services can often minimize or eliminate the need for accommodations.

Universal design is truly the most equitable experience for students with disabilities, as they do not have to do anything more or different than their peers to gain the same level of access. Universal design (by definition) is not just beneficial for students with disabilities, but for all students. For example,
captioned videos benefit students who are Deaf/Hard of Hearing as well as students with more visual-based learning styles.

**Accommodations.** “Accommodations” are reasonable modifications made to university policies/procedures to minimize or eliminate disability-related barriers. Registering with ODS is the official channel for students to be approved for accommodations. However, there may be instances where it makes the most sense for a faculty or staff member to accommodate a student without needing pre-authorization from ODS, particularly if the need is readily apparent and the request would be easily achievable.

We provide a range of accommodations and services.

**Accommodations** may include, but are not limited to:
- Accessible Media
- Animals, Disability-Related
- Attendance/Deadline Modifications
- COVID-19 Temporary Approval
- Deaf/Hard of Hearing Access
- Exam Accommodations
- Note-Taking Assistance
- Participation Access

**Services** may include, but are not limited to, accessible classroom furniture, assistive listening devices, course substitutions, lab assistants, priority scheduling, housing referrals, parking/transportation referrals, and assistance with student life activities.

**AIM.** Accessible Information Management (or AIM for short) is Disability Services’ online portal for students and instructors.

- Students new to Disability Services use **AIM** to submit their application for registration.
- ODS-registered students use AIM to generate their Course Accessibility Letters (or Accommodation Letters).
- Instructors and course coordinators use AIM to manage accommodation requests

**How to Use the AIM Instructor Portal.**
The **AIM Instructor Portal** allows you to view and manage all student accommodations in your courses. **Click here to view the tutorial for the instructor portal.**

Note: At this time, the exam services module at AIM is limited to students registered with Disability Services at the Columbus campus.

**Exam Services.** On our campus, instructors will submit accommodated exam scheduling requests and proctoring information to our office at faes-atiods@osu.edu.

**Resources**
Several resources for creating **accessible educational environments** are available at the **Student Life Disability Services** website, including:
- How to manage accommodation requests
- 5 steps for facilitating access in your course
- Best practice guides

The **Americans with Disabilities Coordinator’s Office** also provides information about planning for accessibility, such as:
- Accessibility in the Classroom (curriculum and environment)
- Americans with Disabilities Act
- Digital Accessibility Office
- Live Captioning Guidance
- Planning an Accessible Event

Disability Services is committed to creating an accessible educational experience for students with disabilities.