

accommodations, the instructor shall meet and discuss the recommended accommodations with an advisor from Student Accessibility Services. If they are unable to reach an agreement, the appropriate Dean shall be consulted.

- 3.3)iii Students receiving academic accommodations are required to follow all procedures as contained in the SAS procedural manual.¹

3.4) *Disclosure/Non-Disclosure of Disability*

Students have an obligation to inform their post-secondary institution of the need for accommodation. As students are entitled to privacy, there is no requirement to disclose the specific disability to the education provider. The provider may require students to provide a letter from a medical professional outlining the student's functional impairments or capabilities and the type of accommodation required, but it is unnecessary for the letter to include a diagnosis of the disability.

3.5) *Confidentiality*

All agents involved at St. Thomas University (i.e. faculty, staff, students as well as students employed as tutors and/or note takers) must treat all information pertaining to a student as confidential. The exceptions to this policy are:

- when an individual becomes aware of current children at risk of abuse
- when an individual clearly presents danger to self or others
- when we are subpoenaed for records or testimony by the courts

If a breach of confidentiality occurs then the individual is subject to disciplinary action.

Consent Forms

Consent forms must be signed by the students to disclose any information to any University staff and/or outside parties (such as family members or other individuals). Consent forms are available at Student Accessibility Services.

¹Please contact Student Accessibility Services regarding the manual.

I. University Policies

Please see STU.ca for complete list of University Policies.