

## **Glossary of Terms**

### **Accessibility, Accessible, or Access**

- Descriptor of a site, facility, service, program, or activity that is readily available for a person with a disability to approach, enter, operate, or participate in, and/or use safely, with or without accommodations or auxiliary aids. (CU Denver)

### **Accommodate System/Portal**

- Accommodate is an accommodation management interface used by Student Disabilities Services (SDS) that helps students easily request and manage their accommodations, send Letters of Approved Accommodations (LOAAs) to faculty, book appointments at the Testing Center, request alternative/electronic textbooks, and make appointments with SDS staff. ([CU Denver | Disability Resources and Services](#))

### **Accommodation Specialist**

- Student Disability Services (SDS) staff members who meet with students to determine eligibility for accommodations and make referrals to resources specific to student's needs. Students are assigned to a specific Accommodation Specialist when they submit an initial request for accommodations (RFA). In general, a student's Accommodation Specialist remains the same throughout their time at DU. (first part adapted from CU Denver)

### **Accommodations**

- Necessary services, supports, assistive technology, or adjustments provided because of a documented disability. These accommodations are designed to remove institutional barriers, allowing for equal access to higher education. Examples of academic accommodations include alternative testing arrangements, the use of note-taking software, modification to physical spaces, and the use of assistive technologies. In addition to academic accommodations, Student Disabilities Services (SDS) helps to coordinate non-academic access and services, including housing, dining... (adapted from CU Denver)

### **ADA Parking/Accessible Parking**

- Designated parking spaces provided for individuals with disabilities, in compliance with the Americans with Disabilities Act (ADA). These spaces are located close to accessible building entrances and pathways, marked with the International Symbol of Accessibility. They are reserved for vehicles displaying a valid disability parking

permit or license plate. Accessible parking spaces are typically wider to accommodate mobility devices like wheelchairs and provide access aisles for easy entry and exit. (CU Denver)

### **Additional Accommodation Request**

- Students who wish to request adjustments to approved accommodations or new accommodations, at any point during their time at the University, must submit a request and applicable supporting documentation through the Accommodate Student Portal via an Additional Accommodation Request form. (DU SDS Policies)

### **Alternative Format Text (AFT)**

- A different way of presenting information, such as Braille, large print, or digital audio. (CU Denver)

### **Americans With Disabilities Act (ADA)**

- The Americans with Disabilities Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities in everyday activities. The ADA guarantees that people with disabilities have the same opportunities as everyone else to enjoy employment opportunities, purchase goods and services, and participate in state and local government programs. ([Introduction to the Americans with Disabilities Act | ADA.gov](#))

### **Assistive Technology (AT)**

- Tools, equipment, or technology that helps people with disabilities participate in activities as independently as possible. Assistive technology can include mobility devices such as walkers and wheelchairs, as well as hardware, software, and peripherals that assist students with disabilities in accessing computers or other information technologies. (CU Denver)

### **Attention Deficit Hyperactivity Disorder (ADHD)**

- This diagnosis used to have subcategories of Attention-Deficit Hyperactivity Disorder (ADHD) and Attention-Deficit Disorder (ADD), but now is universally referred to as ADHD with subcategories. It is one of the most common neurobehavioral disorders. It impacts focus/concentration, impulse control, and motor activity. It is commonly known to impact executive functioning as a whole. (Butler)

### **Autism Spectrum Disorder**

- A neurological disorder. People with Autism often have differences or challenges in communication; restricted and/or repetitive interests; deficits in executive functioning; and concrete, literal thinking. However, Autism is a spectrum, so strengths and needs can vary greatly from person to person. The spectrum of Autism is often identified using levels 1-3; Level 1 indicates minimal intervention or support requested, while level 3 indicates substantial support requested. (Butler)

### **Chronic Illness**

- A long-term health condition that may not be visibly apparent but can affect daily activities and functioning. Examples include diabetes, rheumatoid arthritis, and lupus. (CU Denver)

### **Communication Access Realtime Translation (CART)**

- The instant translation of the spoken word into English text using a stenotype machine, notebook computer and realtime software, enhancing accessibility for individuals who are deaf or hard of hearing. The text produced by the CART service can be displayed on an individual's computer monitor, projected onto a screen, combined with a video presentation to appear as captions, or otherwise made available using other transmission and display systems. ([NAD - National Association of the Deaf](#))

### **Disability**

- Defined in the Americans with Disabilities Act as “a physical or mental impairment which substantially limits one or more major life activities;” “a record of such impairment;” or, “being regarded as having such impairment.” (direct definition from ADA)

### **Disability Disclosure**

- The decision by an individual with a disability to inform others about their disability status, typically in educational or workplace settings. Many people choose to disclose to request accommodation, but this is a personal choice and not required. (CU Denver)

### **Disability Language** (from DU SDS Canvas class)

- Person First Language – This language puts who a person is before their disability is acknowledged: “A person with dyslexia.”
- Identity First Language – This language puts the disability before the person: “A dyslexic person.”

## **Documentation**

- Students requesting accommodations must submit supporting documentation regarding their disability. Documentation is completed by an evaluator qualified to make the diagnosis and with whom the student has a professional medical relationship. The student is responsible for any expenses incurred in obtaining the supporting documentation. It must include: (1) a formal diagnosis of the student's disability(ies); (2) the functional limitations of the disabilities in the post-secondary education environment based on objective evidence; (3) the need for accommodations, which may include specific accommodation recommendations. Documentation is completed on either the professional's official letterhead or on the Student Disability Services (SDS) documentation form. (DU SDS website and SDS Documentation Form)

## **Foreign Language (FOLA) Substitution**

- For students with a documented disability that presents a substantial barrier to becoming proficient in a second language, Student Disability Services (SDS) may approve a foreign language (FOLA) substitution, which requires completion of twelve (12) credits, taught in English, from an approved list of courses designed to enhance cultural competence crucial in our globalized world, and may require additional coursework in certain programs. (DU SDS and CWLC websites)

## **Functional Limitations**

- Restrictions or challenges an individual faces in performing daily activities or tasks due to a disability. These limitations can vary widely depending on the nature and severity of the disability. They may involve physical, cognitive, sensory, or communication impairments. Functional limitations are not always static and can change over time. They may be influenced by various factors, such as the individual's overall health, the environment, and the availability of assistive technologies or accommodations. (CU Denver)

## **Fundamental Alteration**

- A modification that is so significant that it alters the essential nature of the goods, services, facilities, privileges, advantages, or opportunities offered. (DU SDS Policies)

## **Intake Meeting**

- The initial meeting with SDS staff, usually an Accommodation Specialist, and the student requesting accommodations. In the meeting, the student should be able to name their disability and be prepared to discuss: the history of their disability, the barriers they experienced in K-12, the functional limitations they experience (or may experience) in the college setting due to their disability, and an overview of accommodations they have received in previous institutions of learning. During the meeting, reasonable accommodations will usually be determined, if appropriate, in order to mitigate non-essential systemic barriers (physical/curricular) to the student's education based on the reported disability(ies). ([Transition Guide - Washington Association on Postsecondary Education and Disability](#))

### **Intellectual Disability/Cognitive Disability**

- This is generally defined as people who have significant limitations in cognitive functioning, which is often represented as an IQ of 70 or lower. Please use person-first language when referring to people diagnosed with Intellectual or Cognitive disabilities. (Butler)

### **Interactive Process**

- A collaborative process with a member of the Student Disabilities Services (SDS) Staff and the student that includes the student disclosing their disability(ies) and providing appropriate documentation. SDS reviews each request for accommodation(s) on a case-by-case basis in a good faith effort to understand the barriers faced by the student and to address those barriers.

### **Invisible Disability**

- A disability that is not immediately apparent to others. They include such conditions and diseases as specific learning disabilities, diabetes, mental health conditions, ADHD, and autoimmune disorders. Invisible disabilities may affect daily life significantly, even though they are not outwardly visible. (CU Denver and [The Civil Rights of Students With Hidden Disabilities and Section 504 | U.S. Department of Education](#))

### **JamWorks**

- An AI notetaking assistance application. It not only allows you to record your lectures, but then JamWorks can create: AI generated notes, a summary, and audio highlights, as well as a full transcription of the recording and study tools based on the recording. This platform is only available to students who have been approved for the notetaking support accommodation. (DU SDS website)

## **Kurzweil 3000**

- A web-based text-to-speech (TTS) software that can read aloud Word documents and PDFs that is free to use for all DU students, staff, and faculty. Users can set the speed and can choose from a wide variety of language, voices, and accents. The annotation tools allow the user to highlight and color-code, write sticky notes, and circle text. These notes can be pulled out and organized to help review for a test or write an essay. ([Introduction to Kurzweil 3000 – DU Ed-Tech Knowledge Base](#))

## **Learning Disabilities**

- This encompasses the following diagnoses: Dyslexia, Dysgraphia, Dyscalculia, Auditory Processing disorder, Non-verbal Learning disorder, Visual Motor disorder, Language Processing disorder. It is typically most appropriate to use person-first language when referring to people diagnosed with Learning disabilities. (Butler)

## **Letter of Approved Accommodations (LOAA)**

- Formal letters that students often choose to send to faculty through the Accommodate portal after they have been approved for accommodations. (from DU SDS Canvas course)

## **Neurodivergent**

- Used to describe people where the brain processes, learns, and/or behaves differently from what is considered the dominant societal norms. This term has evolved from originally representing Autism Spectrum, to now include Autism, ADHD, learning disabilities, and psychiatric disorders like anxiety and depression. (blend of multiple resources)

## **Non-disabled Person**

- A person who does not currently identify and/or does not meet criteria as having a disability. (Butler)

## **Request for Accommodation (RFA) Form**

- This is first step in the accommodation request process. This form will allow the student to let Student Disabilities Services (SDS) know about their specific disabilities and how they could affect participation in the DU community. Additionally, they will specify which accommodations they are seeking now, as well as any they may have used in the past. (DU SDS website)

## **Section 504 of the Rehabilitation Act of 1973**

- Federal rights law that protects individuals with disabilities from discrimination in programs and activities that receive federal funding. It applies to a wide range of entities, including schools, universities, healthcare providers, social service organizations, and state or local government programs that receive federal financial assistance.

### **Student Disability Services (SDS)**

- Student Disability Services (SDS) is the only office on campus authorized to review a student's self-disclosure of a disability, medical, and/or mental health condition and determine eligibility for requested accommodations. SDS is committed to providing equitable access to all (undergraduate and graduate) students in compliance with the Americans with Disabilities Act (ADA) of 1990, the Rehabilitation Act of 1973, and other applicable laws. SDS manages the process of granting reasonable accommodations to qualified students with documented disabilities to facilitate that equal access. (DU SDS Policies)

### **Temporary Disabilities**

- SDS provides temporary accommodations for longer-lasting injuries or illnesses, including but not limited to broken bones, concussions, and ongoing illnesses lasting multiple weeks. (DU SDS website)

### **Testing Center**

- The Testing Center administers accommodated exams to students enrolled with SDS who have provided faculty members their Letters of Approved Accommodations (LOAA). (DU SDS website)

### **Wheelchair User**

- A person who uses a wheelchair for mobility, either full-time or part-time, due to a physical disability, medical condition, or injury. This term respectfully centers the individual rather than focusing on the device itself. The term highlights autonomy and the use of the wheelchair as a tool for accessibility and independence. (CU Denver)