I. Policy

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act as Amended 2008, the University of South Carolina provides adapted housing for students with physical disabilities. Students with physical disabilities who have been fully admitted to the University must make their needs for adapted housing known to the Department of Housing and provide documentation of the disability justifying the need for adapted housing to the Office of Student Disability Services. If a student with a physical disability requires minor changes in a room to accommodate special needs, the Office of Student Disability Services will recommend the needed adaptations to the Department of Housing. Housing should be notified of any requested adaptations by May first of the current year.

Housing is assigned on a first come, first served basis with consideration given to a student's physical disability or disabilities and needs for adapted housing. Available adapted rooms will remain reserved until July first. The Department of Housing and the Office of Student Disability Services coordinate all room assignments for students with physical disabilities needing or requiring adapted housing.

II. Appeals Process

Appeals under the Adapted Housing policy must be made in writing in accordance with the following procedures:

A. Complaints must be forwarded in writing to the Director of Student Disability Services, 112A LeConte, Columbia, SC 29208. For additional information call 777-6142.

B. A complaint must be filed in writing within fifteen (15) working days after the complainant becomes aware of the alleged violation. If the complainant needs assistance
composing the complaint, appropriate assistance may be arranged through the Office of Student Disability Services.

C. An appropriate investigation shall follow the filing of a complaint. The investigation shall be conducted by the Director of Student Disability Services to determine if a risk exists or whether reasonable modifications can mitigate the risk. The investigation may be conducted informally but will be thorough, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.

D. A written determination of the validity of the complaint and a description of the resolution, if any, shall be issued by the Director of Student Disability Services and forwarded to the complainant as soon as the investigation is concluded, normally no later than 30 working days after the filing of the complaint.

E. The complainant may request a reconsideration of the complaint if dissatisfied with the resolution. The request for reconsideration must be made in writing to the Office of Equal Opportunity Programs, 1600 Hampton Street, University of South Carolina, Columbia, SC 29208, within 10 working days of the complainant’s receipt of notification of the resolution. For additional information, call 777-3854.

F. The Section 504 and ADA coordinator for students on the Columbia campus shall maintain the files and records of Section 504 and ADA complaints filed by students at USC-Columbia. In addition, such files and records necessary for system-wide Section 504 and ADA monitoring and reporting purposes shall be maintained by the Office of equal Opportunity Programs.

G. The right to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 and ADA complaint with the appropriate state or federal department or agency.