



## If you...

- have a physical or mental impairment that substantially limits one or more of your major life activities; have a record of such an impairment; or are regarded as having such an impairment; and
  
- are an individual with a disability who meets the skill, experience, education, and other job-related requirements of a position held or desired, and who, with or without reasonable accommodations, can perform the essential functions of a job;

this information pertains to you.



**NC STATE UNIVERSITY**

## Accommodations for Persons with Disabilities at NC State University



office for **EQUAL**  
**OPPORTUNITY**





## The Americans with Disabilities Act

Employers must, according to the Americans with Disabilities Act of 1990 (ADA), give equal consideration to an employee or applicant with a disability who is qualified to perform a job's essential functions with or without reasonable accommodations.

## Your Rights and Responsibilities as a Qualified Individual with a Disability

- You have the right to nondiscrimination in regard to employment practices or terms, conditions, and privileges of employment.
- You have the right to reasonable accommodations that result in equal employment opportunity for an individual with a disability.
- You have the responsibility to identify yourself as a qualified individual with a disability and to request reasonable accommodations.



## What are Reasonable Accommodations?

Reasonable accommodations are changes in the work environment, or in the way things are usually done, to allow a person with a disability to perform a job's essential functions or participate in the job application process, provided that making such accommodations does not cause undue hardship for the employer, as described by the ADA.

## Requesting Reasonable Accommodations

To request reasonable accommodations at NC State, contact your supervisor, program or event sponsor, or the Office for Equal Opportunity's Director of ADA & Affirmative Action Programs, who will guide you through the request process. See [www.ncsu.edu/equal\\_op/disability\\_resources](http://www.ncsu.edu/equal_op/disability_resources) for further information.

## NC State's ADA Hotline

You may also utilize our ADA Hotline to request accommodations or to report an accessibility issue or concern by sending email to [ADA\\_Hotline@ncsu.edu](mailto:ADA_Hotline@ncsu.edu).



## Contact Information

Greg Holden, Director of ADA & Affirmative Action Programs  
Office for Equal Opportunity  
1 Holladay Hall, Box 7530  
NC State University  
Raleigh, NC 27695-7530

Phone: 919-515-7258  
Fax: 919-513-1428  
TTY: 919-515-9617

## For More Information...

- ➔ NC State Office for Equal Opportunity's website: [www.ncsu.edu/equal\\_op](http://www.ncsu.edu/equal_op)
- ➔ NC State Disability Services for Students website: [www.ncsu.edu/dss](http://www.ncsu.edu/dss)
- ➔ Americans with Disabilities Act (ADA) website: [www.ada.org](http://www.ada.org)
- ➔ TTY Locations at NC State: [www.ncsu.edu/dss/tty.html](http://www.ncsu.edu/dss/tty.html)

This brochure is available in an alternate format on request.