Foreign Language Course Substitution
Procedure for Students with Eligible Disabilities

Students with majors in the College of Arts and Sciences typically have a foreign language core course requirement for graduation. In some instances, a disability is such that it interferes with the ability to acquire a new language through participation in collegiate level courses.

Who is Eligible?
Most commonly this accommodation applies to a limited number of students with learning disabilities or other cognitive disabilities that significantly affect language. It may also apply to students who are deaf, hard of hearing or who have speech disorders.

Before beginning the petition process, students should consult with their disability service provider to determine whether a foreign language course substitution might be supported because of significant language-related limitations caused by their disability.

Students with learning disabilities who have been evaluated by the Regents Center for Learning Disorders should refer to the “Recommendations” section at the end of their testing reports to determine whether the center recommended a course substitution. Students with LD who have been tested by other professionals or students who are deaf, hard of hearing or who have speech disorders will need to request a review of their disability documentation through the Disability Services Office to determine whether a course substitution can be supported by this office.

Procedure
Foreign language course substitutions are granted by the College of Arts and Sciences after reviewing students’ petitions and their supporting documentation. Students seeking a course substitution should:

- Obtain the form, “Petition for Modification of Degree Requirements,” from the document racks outside the office of the College of Arts and Sciences, located on the 7th floor of the General Classroom Building.
- Follow the instructions on the form for submitting your request, keeping the following points in mind:
  - Verification of a disability that significantly impacts acquisition of a foreign language must be provided in the form of a letter sent directly from your Disability Services Office professional to the College of Arts and Sciences.
  - The substitute course curriculum must significantly address the understanding of a foreign culture. (Some examples of courses that meet
this criterion include Cultural Anthropology, and certain courses in psychology, sociology, social work and other disciplines that focus on understanding a foreign culture.) Including a course description is recommended.

- Follow the directions on the **Petition for Modification of Degree Requirements** form carefully. Failure to provide clear support for your request, as well as appropriate courses for substitution, will likely result in denial of the petition.

- **The student must write a narrative explanation of the reason supporting their request**, in addition to the verification of the impact of the disability from the Disability Service Provider.

- Remember that a single course cannot fulfill two separate academic requirements (i.e., a single course cannot fulfill both a requirement for your major and also for a core course requirement)

- **Start well in advance**. You may need additional time if further testing or information is required to support the impact of the disability. Also, the committee meets only a few times per semester.

- **Notify your Disability Service Provider well in advance of the need for their supporting letter.**