

Career, Technical, Adult and Community Education

WORKFORCE EDUCATION 504

EXPLANATION OF LEARNER RIGHTS and RESPONSIBILITIES

It is the district’s responsibility to inform all students that sometimes accommodations may be available for basic skills testing as well as instruction, such as extended time or testing in a separate room. Persons with documented disabilities, including but not limited to a learning disability, attention deficit disorder, emotional, orthopedic impairment, vision or a hearing impairment, are protected under law with the right to accommodations in instruction and testing.

EACH STUDENT has the right:

- To participate in adult education programs, services, and activities without discrimination
- To choose whether to disclose a disability
- To receive reasonable accommodations in class and on tests
- To meet with staff to discuss his/her needs

EACH STUDENT has the responsibility:

- To self- identify and notify a teacher or registrar if he/she needs or requests accommodations for testing or instruction
- Provide documentation of their disability. Documentation is required and will be kept strictly confidential.

Possible accommodations may include but are not limited to:

- Extra time for testing
- Frequent breaks
- Private work area
- Sign language interpreters
- Alternate test formats (Braille, audiotape, large print)
- Assistive devices

I understand the Explanation of Learner Rights and Responsibilities.

Student Name (Print): _____ Signature: _____

School: Sumter Adult and Community Education Center Date: _____

Sumter County Schools does not discriminate on the basis of race, color, national origin, gender, age, disability, pregnancy, or marital status in its educational programs, services, or activities, or in its hiring or employment practices. The district also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boys Scouts of America Equal Access Act. Questions, complaints, or requests for additional information regarding discrimination or harassment may be sent to:
 Jean Holstein , Director of Student Services and Testing, Equity Coordinator , Phone Number: 352-793-2315 X 50212
 Lisa Whitman, Senior Director of Human Resources, Civil Rights Protection , Phone Number: 352-793-2315 X 50251
 Debbie Moffitt , Senior Director of Curriculum, K-12 Phone Number: 352-793-2315 X 50260