Policy: Americans with Disabilities Act (ADA)

Policy Number: <u>I-2</u>

Procedure: <u>Americans with Disabilities Act (ADA)</u> Procedure Number: <u>I-2</u>

Responsible for Procedure: <u>Human Resources</u> Most recent effective date: <u>Fall 2012</u>

## **Procedures**

Any employee or applicant for employment who feels he or she may need an accommodation to help perform the essential functions of the job should contact their supervisor or the Office of Human Resources. The College will not tolerate any retaliation against any individual because he or she has requested an accommodation, made a complaint