Waiver of Foreign Language Requirement

Keene State College Policies and Procedures

Waiver of Foreign Language Requirement

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The Office of Disability Services has a process for students with well-documented, language-based learning disabilities to be reviewed for waiver of the foreign language requirement that is required of Arts & Humanities majors at Keene State College.

The eligibility for a waiver is based on review of the documentation submitted by the student. Typically we will need a current psycho-educational or neuropsychological evaluation that clearly indicates a disability that involves significant difficulty with information processing, decoding, memory problems (esp. auditory, short term and working memory), basic reading skills and/or spelling skills.

For students looking for a waiver of the foreign language requirement based on disability, please do the following:

1. Submit current documentation directly to the Office of Disability Services with a cover letter indicating you would like to be reviewed specifically for eligibility of waiver of the foreign language requirement.
2. Wait for a letter from our office that discusses our findings and determines eligibility based on our review (usually within 3 weeks of receipt)

If found to be eligible, you will need to connect with our office once classes are in session to complete a Waiver of a Requirement Form in order to make it official and recognized by our student record system.

If you are an *accepted student* and would like to know if you are eligible for waiver and would like a determination prior to depositing, please complete steps 1 and 2 above at least three weeks prior to the deposit deadline.

8/10/11 vp