

Boston University School of Medicine
Division of Graduate Medical Sciences
Minimum Technical Standards: Process

When a GMS applicant or student requests disability accommodation(s), he or she can expect to interact with the University's Office of Disability Services (BU ODS), the GMS Disability Liaison, and the GMS Minimum Technical Standards Committee. This committee is a group comprised of GMS faculty, staff, and administrators who develop and implement policy for GMS applicants and students who request disability accommodations.

The "Minimum Technical Standards: Process" briefly describes the steps applicants and students must take to request a disability accommodation and the process that is followed in considering accommodation requests. The process outlined here is independent of the matriculation process by the GMS. In addition, such applicants or students are encouraged to review the GMS "Minimum Technical Standards: Delineation of Responsibilities."

GMS Applicant:

1. The applicant reviews the GMS Minimum Technical Standards policy.
2. If the applicant determines that he or she may need disability accommodation(s) to meet the curricular requirements, he or she contacts the University's Office of Disability Services (BU ODS).
3. BU ODS informs the applicant of the documentation he or she must submit to have his or her accommodation request evaluated.
4. The applicant submits to BU ODS his or her request for accommodation(s) along with the required supporting documentation.
5. After evaluating the requested accommodation(s), BU ODS communicates its recommendation to the GMS Associate Provost for review and consultation with the Dean as appropriate. At the discretion of the Associate Provost or the Dean, the GMS Minimum Technical Standards Committee may be convened to further evaluate the requested accommodation(s).
6. If the final recommendation is to deny the requested accommodation(s) and the applicant nevertheless matriculates, he or she must meet GMS and/or program curricular requirements. A student who fails to meet the curricular requirements may face dismissal.

GMS Matriculated Student:

1. During his or her tenure at GMS, the student determines that he or she may need accommodations for a disability.
2. The student reviews the GMS Minimum Technical Standards Policy.
3. The student contacts the University's Office of Disability Services (BU ODS).
4. BU ODS informs the student of the documentation he or she must submit to have his or her accommodation request evaluated.
5. The student submits to BU ODS his or her request for accommodation(s) along with the required supporting documentation.
6. After evaluating the requested accommodation(s), BU ODS communicates its recommendation to the GMS Associate Provost for review and consultation with the Dean as appropriate. At the

discretion of the Associate Provost or the Dean, the GMS Minimum Technical Standards Committee may be convened to further evaluate the requested accommodation(s).

7. If the final recommendation is to deny the requested accommodation(s), then one of the following will occur:
 - a. The student proceeds in the curriculum without accommodation(s) and will be expected to meet GMS and/or program curricular requirements. A student who fails to meet the curricular requirements may face dismissal.
 - b. The student withdraws from GMS because he or she cannot meet the curricular requirements without the accommodation(s).