Essential Functions for Human Services Program,
Western Washington University

Introduction

The Human Services Program places demands on students during their academic preparation, designed to be comparable to the intellectual and physical demands that a graduate will encounter during early years as a practicing professional. The program prepares students to enter the profession as a generalist with the knowledge, skills, and dispositions to successfully perform all the required functions associated with the role of entry-level human services professionals.

Essential Functions

Essential functions are the basic activities that a student must be able to perform. All individuals, including persons with disabilities, who apply for admission to the Human Services Program, must be able to perform essential functions in both classroom and field placement settings. Students must be able to perform the programs’ essential functions either with or without reasonable accommodations to be considered for program admission, retention, and graduation.

The Human Services Program adheres to the standards set by the Council for Standards in Human Service Education (CSHSE). Within CSHSE standards, the Human Services Program has the ultimate responsibility for: the selection and admission of students; the design, implementation, and evaluation of the curriculum; the evaluation of student progress; and the criteria for successfully completing the major.
Faculty, staff, and field supervisors in the Human Services Program have a shared responsibility for the welfare of clients who are served by students enrolled in the program. The program is responsible to its partner agencies and to the clients they serve to assure that graduates are fully competent generalist professionals who work towards the well-being of clients and who are capable of delivering quality services in an effective and timely manner. Thus, it is important that persons admitted, retained, and graduated possess the cognitive ability, integrity, compassion, and physical and emotional capacity necessary to practice as a human services professional.

The Human Services Program at Western Washington University endeavors to select applicants who have the ability to become competent professionals. Admission and retention decisions are based not only on satisfactory prior and ongoing academic achievement, but also on non-academic factors that serve to ensure that the student can complete the essential functions of the academic and field study program required for graduation. *Essential functions, as distinguished from academic standards, refer to those abilities that are necessary for satisfactory completion of all aspects of the curriculum by all students, and the development of professional attributes required to be met by National Standards.*

**Accommodations**

The Department of Human Services and Rehabilitation, as part of Woodring College of Education at Western Washington University, is committed to the principle of equal opportunity. The University, College, and Department do not discriminate on the basis of race, color, creed, religion, national origin, gender, sexual orientation, age, marital status, disability,
disabled veteran, or Vietnam era veteran status. When requested, the University will provide reasonable accommodation to otherwise qualified students with properly verified disabilities.

The Department has established academic standards and minimum essential requirements that must be met with or without reasonable accommodations to participate and graduate from the program. It is the responsibility of individual students to request accommodations that he/she feels are reasonable and are necessary to execute the essential requirements described below. The Office of dis/Ability Services will determine reasonable accommodations.