Policy Title	Web Accessibility Policy Statement
Issue Date	January 12, 2016
Effective Date	September 1, 2024
Last Reviewed / Updated	May 15, 2024
Responsible Office	Office of the Vice President of Information Technology and Chief Information Officer
Contact Information	Office of the Vice President of Information Technology and Chief Information Officer, Office of Cybersecurity Phone: 470-578-6620 Email: ocs@kennesaw.edu

1. Policy Purpose Statement

The creation and dissemination of knowledge and information is a defining characteristic of universities. Kennesaw State University (KSU) is committed to ensuring that official Web content and other electronic information associated with University administration, services, courses, or instruction programs and activities conform to widely accepted Web accessibility standards. KSU's goal is to provide effortless access for students, faculty, staff, and visitors to Web-based content by maintaining, as a minimum standard, the guidelines set forth in the University System of Georgia's Web Accessibility Guidelines.

2. Background

Federal law Section 508 Subsection 1194.22 of the Rehabilitation Act and the Board of Regents (BoR) of the University System of Georgia (USG) Web Accessibility Guidelines require that all Web content meet the federal government's accessibility guidelines. As such, KSU complies with USG guidelines.

3. Scope (Who is Affected)

This policy statement affects KSU employees, students, and third parties, including but not limited to guests, vendors, contractors, and University retirees and alumni.

4. Exclusions or Exceptions

This policy has no exclusions. Individual/personal Web pages published by students, employees, or non-University organizations that are hosted by the University but do not convey or communicate University-related business are strongly encouraged to adopt the University's policy and standards.

5. Definitions and Acronyms

Definitions are available via the Information Technology Glossary in the KSU Policy Portal Glossary.

6. Policy

University accessibility assistance is provided by several offices, as noted below. Staff in these offices

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work to accommodate requests for access or assistance with access, as soon as possible, in order to either accommodate the request or identify an effective alternative for the requestor.

Request for	Office	Contact Number	Contact Email
Student Support Services	Student Disability Services	470-578-2666	studentdisability@kennesaw.edu
Student Technology Assistance	Office of the CIO	470-578-3555	studenthelpdesk@kennesaw.edu
Faculty Assistance	Digital Learning Innovations (formerly Distance Learning Center)	470-578-7550	dli@kennesaw.edu
Employee Disability Assistance	Human Resources Benefits Manager	470-578-6030	benefits@kennesaw.edu or hr@kennesaw.edu
Employee Technology Assistance	Office of the CIO	470-578-6999	https://service.kennesaw.edu
Third Party Technology Assistance	Office of the CIO	470-578-6999	https://service.kennesaw.edu

7. **Associated Policies/Regulations**

   a. Section 508 Subsection 1194.22 of the Rehabilitation Act
   b. University System of Georgia Web Accessibility Guidelines

8. **Procedures Associated with this Policy**

   a. Student Disability Services Accommodations
   b. Course Development and Review

9. **Forms Associated with this Policy**

As required by policy, regulation, or procedure.

10. **Violations**

Failure to comply with requirements described in Section 508 Subsection 1194.22 of the Rehabilitation Act and the University System of Georgia Web Accessibility Guidelines could result in complaints or litigation. The KSU Division of Legal Affairs handles complaints of this nature.

11. **Review Schedule**

The Web Accessibility Policy is reviewed annually by the Office of the Vice President of Information Technology and Chief Information Officer in collaboration with the Office of the Provost and the Division of Student Affairs.

For use by the KSU Institutional Policy Facilitator Only
At Kennesaw State University, institutional policies that have undergone the established shared governance review and feedback process are presented to the President and Provost for final approval. The signatures below indicate this institutional policy has been reviewed and approved by the President and Provost.

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Dr. Kathy Schwaig   October 28, 2024
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Dr. Kathy S. Schwaig,
President
Kennesaw State University

DocuSigned by:

       October 28, 2024
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Dr. Ivan Pulinkala
Provost and Executive Vice President for
Academic Affairs
Kennesaw State University