



General Disability Policy

1. Purpose of the Policy

This Policy defines the commitments of Global Masters Alliance (GMA) to ensure equal access to education for individuals with disabilities, as well as to create the conditions necessary for full participation in all training programs.

The Policy is developed in accordance with ICF Coaching Education standards, the ICF Code of Ethics, and international principles of inclusive education.

2. Accessibility Principles

GMA adheres to the following principles:

- **Equal access:** every student has the right to timely and meaningful educational participation regardless of health status.
- **Non-discrimination:** GMA does not allow direct or indirect discrimination against individuals with disabilities.
- **Confidentiality:** all health-related information about students is confidential.
- **Individual approach:** support measures are tailored to the student's specific needs.
- **Reasonable accommodation:** GMA aims to provide accommodations that are feasible and appropriate without compromising academic standards or ICF requirements.

3. Notification of Accommodation Needs

A student who needs accommodations or special support should:

- notify the administration or program coordinator,
- preferably before the start of training,
- and provide a written description of the accommodations they require.

GMA does **not** require medical documentation if the requested accommodation is clear and technically feasible.

In other cases, the student may choose to provide supporting documentation voluntarily.

4. Forms of Accessible Support

GMA offers the following types of support and accommodations for individuals with disabilities, where applicable and operationally possible:

4.1. Learning Format Adaptations

- access to session recordings (when permitted by program policy),
- option to participate with the camera off,
- adjustments to assignment sequence or workload,
- access to supplementary materials.

4.2. Technical Accessibility

- use of platforms that support accessibility tools (screen readers, captions, chat interaction),
- providing text-based alternatives for visual content,
- accepting written assignments in alternative formats.

4.3. Extended Time

- extended deadlines for assignments,
- additional time for practice, reflection, or integration.

4.4. Practice Participation Adaptations

- reduced-intensity practice in twos or threes,
- option to skip a practice session due to health limitations,
- individualized make-up sessions if required.

5. Limitations and Exceptions

Accommodations cannot:

- lower the academic standards set by ICF,
- reduce the required competency outcomes,
- replace the essential instructional content,
- infringe upon the rights of other participants.

However, GMA strives to maximize accessibility while maintaining training quality.

6. Responsibilities of the Parties

6.1. GMA Commitments

GMA commits to:

- reviewing accommodation requests promptly and individually,
- providing reasonable and feasible accommodations,
- offering technical and organizational support,
- advising students on accessibility matters,
- maintaining confidentiality of all health-related information.

6.2. Student Commitments

Students commit to:

- notifying GMA of their needs in a timely manner,

- collaborating in identifying suitable accommodations,
- fulfilling academic requirements within the scope of provided support.

7. Accommodation Request Process

1. The student submits an accommodation request to GMA administration.
2. The program coordinator logs and reviews the request.
3. Technical and academic feasibility is assessed.
4. GMA proposes one or more accommodation options.
5. The solution is agreed upon with the student.
6. Support measures are implemented within **5–10 business days**.

8. Resolving Concerns and Issues

If a student believes that their accessibility rights have been violated, they may submit a complaint through:

- GMA administration,
- the program lead,
- or the official communication channel.

Complaints are reviewed within **7 business days**.

9. Final Provisions

- This Policy is mandatory for all GMA faculty members, mentors, supervisors, staff, and internal coaches.
- The Policy is updated in accordance with ICF standards and international accessibility practices.
- It applies to all GMA programs, regardless of format or duration.

Global Masters Alliance (founder)

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