P12 Student accommodation and accessibility

Effective date: November 1, 2026.

Purpose and Scope

Canadian Aviation College (CAC) is committed to fostering an inclusive learning environment and providing reasonable accommodations to students with disabilities or medical needs, in alignment with the BC Human Rights Code. This policy outlines the procedures for students to request accommodation and CAC's responsibilities in supporting accessibility within operational limitations.

This policy applies to all students enrolled in CAC's Career and Recreational Programs.

Accessibility Statement

CAC strives to provide an inclusive and supportive learning environment; however, students should be aware that certain campus facilities and aircraft currently have physical accessibility limitations, including non-wheelchair accessible areas CAC is committed to:

Engaging in individualized accommodation planning.

Identifying alternative solutions where full physical accessibility is not currently feasible.

Ensuring equitable access to academic materials, assessments, and student services.

Requesting Accommodations

Students seeking accommodation should:

Submit a written request to Bote Sha, CFI, at sha@cacbc.ca outlining the accommodation needs.

Provide supporting medical documentation or reports detailing functional limitations and recommended accommodation.

Engage in an interactive discussion with CAC to determine reasonable accommodations.

Types of Accommodations May Include

Flexible scheduling for classes, exams, or flight training.

Alternative formats for learning materials.

Modified physical access arrangements where possible (e.g., use of ground-based simulators).

Temporary leave for medical treatment with academic re-entry planning.

Referral to external accessibility support services.

Limitations of Accommodations

CAC will endeavor to explore all reasonable alternatives but cannot guarantee accommodations that compromise aviation safety or Transport Canada requirements.

Confidentiality

All accommodation requests and documentation will be kept confidential and shared only with staff involved in the accommodation process.

Appeals

If a student disagrees with an accommodation decision, they may appeal through CAC's Student Grievance/ Dispute Resolution Policy within 7 calendar days of receiving a decision.

Policy Review

This policy will be reviewed annually to ensure alignment with legal requirements and institutional capabilities.

For accommodation requests or inquiries, contact Bote at sha@cacbc.ca.

Bote coordinates the individual support discussion and any approved leave through EMS. Instructors implement agreed academic arrangements for their assigned students. Alano coordinates operational or facility matters and coordinates escalations of Bote's decisions through the existing complaint mechanism at studentservice@cacbc.ca. If the request concerns Bote, contact Alano directly. Supporting documents and decisions are retained in EMS with restricted access. An accommodation must be individually assessed; a published facility limitation is not a substitute for that assessment.