

# Great Basin College

## Office of Services for Students with Disabilities

1500 College Parkway  
Elko, Nevada 89801

### Appeal Protocol:

1. If a student believes he/she was denied equal access, the student must inform the Director of Services for Students with Disabilities in writing consisting of a single concise document, about the concern or problem, within 30 days of the alleged infraction.
2. The Director of Services for Students with Disabilities will investigate the allegation to determine if equal access was denied within 30 days of receiving the complaint.
3. The Director of Services for Students with Disabilities will serve as the student's advocate to resolve the problem/situation.
4. If resolution cannot be reached, the Director of Services for Students with Disabilities will file a report with the Vice President of Student Services. The VPSS will review the facts of the allegation and consult with the appropriate college departments, administration, and faculty. Recommendations will then be made with the goal of resolving the conflict.
5. If the above steps do not bring about a satisfactory resolution, the individual may contact the Affirmative Action Officer of GBC and follow the established procedures of that office.

Contact Information for Julie G. Byrnes:

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