

Educational Accommodation for Persons with Disabilities Policy

Approved: December 2023

Purpose

The Real Estate Council of Ontario (“RECO”) is committed to accommodating persons with disabilities, within the meaning of section 10(1) of the Ontario *Human Rights Code*, through extensions of time to complete the educational requirements under Ontario Regulation 579/05 of the *Trust in Real Estate Services Act, 2002* (the “Act”).

Scope

This accommodation policy applies to persons with disabilities who require an extension of time in which to complete or meet the prescribed educational requirements under Ontario Regulation 579/05. This policy does not exempt an individual from educational requirements, or any other requirement(s) related to registration under the Act. For the purpose of this policy, “Applicant” refers to a person requesting an accommodation under this policy due to a disability.

Disability

The definition of disability under section 10(1) of the Ontario Human Rights Code is as follows: “disability” means,

- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b) a condition of mental impairment or a developmental disability,
- c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- d) a mental disorder, or
- e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*;



Policy

1.0 Request for accommodation

The "Request for Accommodation Application form" is available for download from the RECO's website under the heading "Education" or may be obtained by contacting RECO at 1-800-245-6910.

- 1.1 The Applicant must complete the Request for Accommodation Application form in its entirety and meet all other requirements set out in this policy.
- 1.2 The Applicant must provide a detailed description of the accommodation requested including, but not limited to, individual needs and a proposed completion date for the educational requirements.
- 1.3 The Applicant must ensure that all other persons providing documentation or information submit such documentation or information to the Registrar in a timely manner.
- 1.4 The Applicant and his/her regulated health professional must provide documentation and information that supports the Applicant's request for accommodation under this policy.
- 1.5 The Applicant must submit the Request for Accommodation Application form and all documentation and information to the Registrar in a timely manner in order for the request to be reviewed and considered prior to the due date for educational requirements.
- 1.6 Failure to complete the Request for Accommodation Application form in its entirety and/or failure to provide any and all requested documentation or information may result in the request for accommodation being dismissed as being abandoned without further notice.
- 1.7 The Applicant is solely responsible for the costs or expenses related to generating any documentation, records, information, diagnostic and/or other services that are directly or indirectly associated with the request for accommodation.

2.0 Documentation and information to be provided by a regulated health professional

2.1 Documentation and information satisfactory to the Registrar must be provided by a regulated professional health practitioner, such as a medical doctor, psychologist and/or other health professional with specific training and expertise in the diagnosis of the disability for which accommodation is being requested and must be certified or licensed to practice in their field.



2.2 Documentation and information should outline the nature of the disability along with a detailed description of the impact of the disability as it relates to completing the educational requirements, the Applicant's specific needs and the proposed completion date for the educational requirements.

2.3 Documentation and information must be current and relevant to the request for accommodation.

2.4 The Registrar reserves the right to request additional documentation and information at his/her sole discretion. Additional documentation and information may include, without limitation, a verification by affidavit, documents related to the Applicant's activities of trading in real estate and/or verification of the information by the applicant's brokerage.

3.0 Process for determining accommodation

3.1 The Registrar will review the Request for Accommodation Application form and all supporting documentation and information provided.

3.2 The Registrar may request additional documentation or information if he/she is of the opinion that the documentation and information provided is not sufficient to make a determination.

3.3 If the additional documentation or information requested by the Registrar is not provided within the requested timeframe, the request for accommodation may be dismissed as being abandoned without further notice.

3.4 The Registrar will determine the appropriate accommodation to be granted, if any, based on the Request for Accommodation Application form and all documentation or information provided related to the request for accommodation.

3.5 The Registrar will advise the Applicant in writing of his/her determination including, where applicable, the extension that has been granted to complete educational requirements.

3.6 The Applicant must complete the educational requirements within the extension of time granted.

3.7 In exceptional circumstance, the Registrar may consider a subsequent request for accommodation.