Essential Functions for TCR Programs

Purpose: Technical College of the Rockies has specified essential functions critical to the success of student enrollment. Candidates for certificate programs must be able to demonstrate the following essential functions to meet all progression criteria.

Essential Critical Thinking Critical thinking in thoughts, feelings, and behavior.

Standard: Critical thinking ability sufficient to:

Example of Necessary Activities*:

- Identify cause-effect relationships in various situations
- Display ability to concentrate
- Display ability to solve problems appropriately
- Display ability to calculate measurements

Essential Communication Skills Oral expression and reception, reading and writing

Standard: A student must have sufficient communication abilities to interact promptly

Example of Necessary Activities*:

- Ability to communicate effectively in English
- Ability to read and understand written documents English
- Ability to report to a variety of personnel (instructors, employers)
- Recognize appropriate information to relate to personnel
- Ability to document & interpret actions & responses
    - Ability to follow oral communication
    - Ability to explain, direct, and counsel

Essential Interpersonal and Emotional Coping Skills A level of mental health to safely engage in the program as determined by professional standards of practice.

Standard: A student must demonstrate the capacity to develop mature, sensitive, and effective relationships in a variety of settings and from different cultures and backgrounds.

Example of Necessary Activities*:

- Establish rapport with potential clients, fellow students, faculty.
- Demonstrate emotional stability, exercise good judgment under stressful, crisis and non-crisis situations and promptly complete all responsibilities and assignments.

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Essential Physical Abilities

Standard: A student must have sufficient gross and fine motor skills, physical endurance, strength and mobility to carry out procedures and operate equipment.

Example of Necessary Activities*:

- Walk the equivalent of 5 miles per day
- Sit for extended periods of time
- Reach above shoulder level
- Ability to stand for long periods
- Ability to lift 50 pounds with repetition
- Ability to grip small objects

Essential Hearing Ability

Standard: A student must have sufficient auditory ability (with correction) to hear verbal communication from team members as well as responding to emergency signals.

Example of Necessary Activities*:

- Responds appropriately to monitor alarms, emergency signals, and cries for help.
- Appropriately hears and understands tape recorded transmissions, oral reports.

Essential Observational Skills

Standard: A student must have sufficient visual ability (with correction) to complete assignments and perform necessary skills relevant to the program of study.

Example of Necessary Activities*:

- Observe and assess responses
- Observe and read equipment
- Any activities that are typically accomplished through vision

***The examples listed are not intended to be all-inclusive but merely a sampling of necessary activities within each standard.**

Students questioning their ability to meet the essential functions criteria are encouraged to speak with the Program Director for Academic counseling. Students failing to meet these criteria at any point in their academic program may have their progress interrupted until they have demonstrated these essential functions within negotiated time frames.

Students will be dismissed from their program of study if the faculty determines students are unable to meet these essential functions even if reasonable accommodations are made. Students failing to demonstrate these essential functions may appeal this adverse determination through the grievance policy and procedure.

Reasonable Accommodation will be provided to qualified students with disabilities. Whether or not a requested accommodation is reasonable will be determined on an individual basis. It is the individual students' responsibility to request such services and to provide appropriate current documents of the need for such services.

Reviewed: June 5, 2026 by TCR Administration