

## Understanding ADA

The Florida Department of Transportation and the Florida Rural Transit Assistance Program (RTAP), administered by the USF Center for Urban Transportation Research (CUTR), will be presenting the **Understanding ADA** on May 13, 2020 in Tampa, Florida. This course is sponsored by The Bloustein School of Planning and Public Policy at Rutgers, The State University of New Jersey.

### Date & Time:

May 13, 2020  
8:00am – 12:00pm

### Host Agency/Training Location:

USF Center for Urban Transportation Research (CUTR)  
3808 USF Alumni Drive - Room 102  
Tampa, FL 33620  
Phone: (813) 974-3120



### Description:

The goal of this course is to teach transit professionals the legal background of ADA and paratransit requirements. Topics include:

- ADA legal requirements that apply to public and private transportation related entities
- 14 service provisions documented in 49 CFR Part 37, Subpart G
- Requirements to determine if a public or private entity must provide complementary paratransit service
- Criteria for complementary paratransit service
- Requirements for existing and new transportation facilities
- Compliance and enforcement responsibilities of FTA, DOT, and DOJ
- Responsibilities and compliance procedures for public and private entities
- Enforcement and investigation processes, including hearings, decisions, and notices
- The course is facilitated by industry professionals with extensive experience in paratransit services and the ADA.

### Audience:

This course is intended for people who work at a transit agency or provide transit service, those who manage or operate paratransit services, and Federal, State, and local representatives who work with the ADA community. It is recommended that you complete this course before attending other ADA-related courses.

### Fees:

There are no fees to attend this course for current employees of a Florida public transit agency and who meet criteria identified in the [Transit Training Policies and Procedures](#).

### Requirement:

Participants must have written permission from their supervisor/manager prior to the training to attend this course. A participant will not be considered registered for the course until confirmation is received. There are no travel reimbursement opportunities for this training. All travel related expenses including lodging are that of the traveler or their agency.

## Registration Deadline is April 29, 2020

For disability accommodations, please contact Molly Buffington at [buffington@cutr.usf.edu](mailto:buffington@cutr.usf.edu) a minimum of ten (10) working days in advance to the training session.

Visit [www.cutr.usf.edu](http://www.cutr.usf.edu) to find additional transit training opportunities, workshops, conferences and special events.

To review policies and procedures of the training programs visit [Transit Training Policy & Procedures](#).

For questions regarding this training course, please contact Molly Buffington at [buffington@cutr.usf.edu](mailto:buffington@cutr.usf.edu).

For LMS questions or technical assistance, please contact Stephanie Lewis at [zavacki@cutr.usf.edu](mailto:zavacki@cutr.usf.edu).

## How to Register

All registrations must be made through the Florida Department of Transportation's Office of Freight, Logistics and Passengers Operations Transportation Learning Management System. This online registration and learning management system (LMS) provides Florida's public transportation professional a portal to manage their professional development.

**Transportation Learning** manages training for you by keeping an educational transcript of all new courses that you complete, and a retrievable record is maintained so you may access (with a user id and password) Certificates of Completion, Certificates of Participation, retrieve course materials, etc.

Florida's public transportation professionals may set up a unique user id and password to register online for upcoming transit training courses, including e-learning courses. Follow the instructions below to log-in or to register for the training course.

Go to: [www.transportationlearning.org](http://www.transportationlearning.org)

**Unsure if you have an account?** Use the "Forgot Password" link to look up your account information using either your work/personal email address or username. If you cannot locate your account information please contact Stephanie Lewis at [zavacki@cutr.usf.edu](mailto:zavacki@cutr.usf.edu) or (813) 974-1123 before setting up a new account.

**Returning Users:** (**DO NOT** use the enrollment key ID.)

- If you are a **returning user**, type your username and password.
- Select "Forgot Password" to look up your account by either an email address or username.
- When the dashboard appears, select **"My Catalog"** to enroll in desired course.
  - Find the course select **"Enroll"**
  - Select **"Choose Session"**
  - Review the Terms & Conditions and select **"Continue"** and **"I Agree"**
  - Select **"Enroll"** to be in "Pending Approval" status while we receive supervisor approval
- Once enrolled the course will appear under new **"My Courses."**

**IMPORTANT:** You may use your personal or business email address. If you create multiple accounts you will not be able to view a complete record of your training history. In some instances, this may require you to retake or restart a training course.

**New Users Only:**

- If you are a **new user**, select the **"Sign Up"** button.
- In the **"Key Name"** field enter: **fltat**
- Select the **"Sign Up"** button
- Begin by entering the requested information, as well as creating a unique username and password.
- Confirm your new username and password. A copy will also be sent to your registered email.
- When the dashboard appears, select **"My Catalog"** to enroll in desired course.
  - Find the course select **"Enroll"**
  - Select **"Choose Session"**
  - Review the Terms & Conditions and select **"Continue"** and **"I Agree"**
  - Select **"Enroll"** to be in "Pending Approval" status while we receive supervisor approval
  - Once enrolled the course will appear under new **"My Courses."**

## Course Confirmation:

After your registration has been approved by your supervisor, a logistical email confirmation from the LMS will be forwarded to each registrant with class, travel and hotel information.

## Travel Reimbursement:

There are no travel reimbursement opportunities for this training. All travel related expenses including lodging are that of the traveler or their agency.

Visit [www.cutr.usf.edu](http://www.cutr.usf.edu) to find additional transit training opportunities, workshops, conferences and special events.

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