Guidelines for Documentation of a Physical/Medical Disability

Students with documented physical or medical disabilities are entitled to reasonable accommodations and/or support services under the Americans with Disabilities Act (ADA) Section 504 of the Rehabilitation Act of 1973. Students must provide adequate documentation to the Learning Center in order to determine reasonable and appropriate accommodations. In addition to the documentation from a qualified professional, students must also submit the Self-Disclosure and Accommodation Request Form that is available either on the website or from the Learning Center.

Documentation should include, but is not limited to, the following:

1. Diagnosis from a qualified professional: Documentation should include the name of the diagnosing professional, title and professional credentials of the evaluator, the area of specialization of the professional, and the current contact information. The diagnosis should be placed on letterhead, signed and dated.

2. Functional limitations resulting from the disability: Documentation should indicate a substantial limitation, including any prior history of necessary accommodations.

3. Summary of evaluation: Documentation should supply a summary of accommodations that the diagnosing professional deems appropriate and a brief explanation of why each accommodation is recommended.

Please note that documentation will be handled on an individual basis and students may be required to submit more recent or complete documentation.

All documentation is confidential. Documentation and inquiries should be submitted to:

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