



AUTISM SPECTRUM DISORDER DOCUMENTATION GUIDELINES

Students seeking academic and/or non-academic accommodations at Wingate University must self-declare a disability and provide supporting documentation as a first step in requesting reasonable accommodations. The documentation will be reviewed by the staff of Disability Support Services to establish eligibility for services. All documentation will be kept confidentially and in a secured location. In order to receive accommodations, the documentation must demonstrate that you have an impairment or condition that substantially limits functioning in one or more major life activities.

Accommodations and services are based upon assessment of the current impact on academic performance or access to the University's programs, facilities and services. IEPs, 504 plans and summary letters if provided as the only documentation are usually insufficient. Applicants are encouraged to provide comprehensive documentation to facilitate the process of determining eligibility for services in a timely manner.

Wingate University Office of Disability Support Services will make the final determination of whether appropriate and reasonable accommodations are warranted and can be provided for the student. **Students with disabilities are expected to satisfy the academic standards required by the college.**

REQUIRED DOCUMENTATION

1. The following professionals are considered qualified to assess and diagnose autism spectrum disorder: psychologists, psychiatrists, developmental pediatricians, neurologists, or an interdisciplinary team. All reports should be on letterhead, dated, signed, and include the name, title, and professional credentials of the evaluator.
2. A psychoeducational report including social-behavioral testing should be current within five years. Documentation should substantiate the need for service based on the student's current functioning in an educational setting. If the student has been evaluated by an autism center such as TEACCH, please include the evaluation in the submitted documentation. Do not submit handwritten documents.
3. A clear diagnostic statement of the disorder, including DSM-IV, IV-R, or V diagnosis, and a summary of present symptoms must accompany the documentation. In addition, a summary of evaluation procedures, diagnostic tests used, and evaluation results should be included. A comprehensive report would include:
 - Ability testing
 - Achievement testing
 - Specific cognitive processing evaluated for strengths and weaknesses, including visual-spatial processing
 - Social-emotional status—formal assessment instruments and/or clinical interview are appropriate
4. The impact of the disability on the individual should be discussed with particular detail regarding academic and social requirements. If specific recommendations of accommodations are made, the rationale must relate the accommodation to the functional limitations imposed by the disability.

Please send documentation and/or direct questions to:

Disability Support Services Office Wingate University
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Wingate, NC 28174
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Fax: 704-233-8268
access@wingate.edu