



# Disability Support Services

## General Documentation Guidelines

Just keep these 7 guidelines in mind regarding disability documentation:

1. The documentation you provide should be current
2. Documentation must be comprehensive. Make sure your documentation includes a clear and specific diagnosis as well as an explanation of current, functional limitation or barriers to access.
3. Assessment of learning must be done using adult norms
4. Documentation for any disability must have been conducted by a professional qualified to do so for the particular disability. The licensed practitioner should NOT be a family member.
5. Accommodations and services are based on assessment of the current impact on academic performance or access to the university's program, facilities and services. AN IEP, 504 plan or summary letter alone is insufficient to establish eligibility for disability support services
6. In case of physical, health- related, psychiatric, head/brain injury and other disabilities, the documentation provided must include at minimum:
  - a. A diagnostic statement with the date of the diagnosis, the current level of the functions and description of limitation as they relate to the university's physical and educational environment.
7. The Office of Disability Support Services will review your documentation to determine if/which accommodations will be made.