Documentation Guidelines for Physical and Systemic (Medical) Disabilities

Under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, individuals with disabilities are guaranteed equal access to academic programs and university services. In order to request an accommodation as the result of a physical or systemic disability, a student must provide the Office of Disability Services (ODS) with documentation indicating that the disability substantially limits some major life activity, specifically learning. Documentation should include:

1. **Diagnosis**
   a. Clear statement of the physical disability or medical condition
   b. Date of onset
   c. Date of last clinical contact – accommodations are based on an assessment of the current nature and impact of your disability. Because medical conditions may change over time, current evaluations are critical for providing reasonable accommodations. In general, evaluations should be completed within the past five (5) years.

2. **Evaluation**
   a. Assessment procedures and evaluation instruments that have been used to make the diagnosis
   b. Narrative of evaluation results including standardized scores, if applicable
   c. Present symptoms that meet the criteria for the diagnosis
   d. Severity of symptoms
   e. Current treatment
   f. Prognosis

3. **Functional limitations**
   a. Impact on major life activities
   b. Behavioral manifestations of the diagnosis and its impact on the student within a learning context
   c. Any additional limitations
   d. Special considerations

4. **Accommodations**
   a. History of accommodations
   b. Recommendations (ODS will make the determination regarding which accommodations are appropriate)