

# Disability Services Division of StudentAffairs

#### **Documentation Guidelines**

A student is requesting an auxiliary aid or service, academic adjustment, and/or other accommodations from Disability Services. To consider this requested ensure the provision of reasonable and appropriateliary aids and services, university policy requires that a qualified professional provide current and comprehediscuementation. A qualified professional includes a licensed medical doctor or other qualified healthcare professionisal not a family member of the student A qualified professional may include a student's high school nurse, school counselor, or other health and wellness licensed professional.

Any student who has a documented disability may register with Disability Services. DS categorizes disabilities by AD/HD, Learning, Physical/Medical, Psychological, and Temporary Conditions

### Physical Medical Eligibility

- x Students with a visual disability, the documentation must include the student's visual acuity (best corrected), a description of the effects of the visual problems, and a recommended font size for text when enlarged text is recommended as an accommodation.
- x Students who are deaf or hard of hearingust complete the form and submit an audiogram completed by a licensed audiologist

#### LearningEligibility

Students must provide current arotherensive documentation of the learning disability from a qualified professional qualified professional profession

To be considered current, an evaluation performed before the age of 18 must have been performed within 3 years prior to the student's request for accommodation(s). An evaluation performed during or after the age of 18 should be no more than 5 years old. Ifan evaluation is performed outside of Disability Services' documentation guideline, the documentation will be evaluated for completeness on case basis. Studies are encouraged to also submit any IEP, 504, or other documentation from the high school's qualified professional for DS to review. However, sole submission of these documents information and will not be sufficient to determine eligibility and accommodations.

Aptitude – Suggested Tests Include: Wechsler Adult Intelligence Scal&-WoodcockJohnsorPsychoeducational Battery Revised: Test of Cognitive Ability Kaufman Adolescent and Adult Intelligence Stanford Binet Intelligence Scale (4th Ed.) Achievement– Suggested Tests Include: ScholasticAbilities Test for Adults Stanford Test of Academic Skills WoodcockJohnson Psychoeducational Battery-Revised: Test of Achievement Wechsler Individual Achievement Test Information Processing (if applicable)

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