



Disability Support Services (DSS) General Guidelines for Disability Documentation and Accommodation Eligibility

- **NO ACCOMODATIONS WILL BE GRANTED WITHOUT PROPER DOCUMENTATION.**
- A student must provide diagnostic documentation of a disability produced by a licensed medical professional who has the credentials to diagnose the disability at hand.
- Documentation must include a description of how the impairment significantly limits the individual's major life activities. That is, a clinical diagnosis is not synonymous with a disability that justifies academic accommodations. Documentation must clearly support the requested accommodations.
- Documentation must both establish disability and provide adequate information on the functional impact of the disability so that effective accommodations can be identified.
- Documentation must be current. While some disabilities and their symptoms remain static, others are ever-changing. Please ask DSS for specifications.
- Incomplete documentation will not be accepted.
- DSS reserves the right to contact the licensed medical/health professional for further information/clarification if necessary.
- Documentation is required for each disability for which accommodations are requested.
- Documentation prepared for specific non-educational venues (i.e. Social Security Administration, Department of Veterans Affairs, etc.) may not meet the criteria as set forth by DSS.
- IEP or 504 plans will not be considered sufficient documentation unless accompanied by a current and complete evaluation.
- Accommodations are considered on a case-by-case basis. That is, two students with the "same" diagnosis may not receive the same accommodation.
- Accommodations are considered on a course-by-course basis. That is, one student may receive an accommodation in one course but not another course in the same semester.
- Accommodations are not retroactive.
- Accommodations are not automatically renewed every semester. Students must fill out a Returning Student Profile and meet with DSS before every term.