

DOCUMENTATION GUIDELINES

For Physical Disability

Southern Polytechnic State University

Southern Polytechnic State University provides appropriate accommodations for students who have documented disability that meets the Americans with Disabilities Act of 1990 requirements. **Providing documentation of a disability is the responsibility of the student.** Adequate disability documentation will verify the nature and extent of the disability in accordance with current professional standards and techniques, and it must clearly substantiate the need for all of the student's specific accommodation requests. If the documentation is incomplete or inadequate to determine to extent of the disability or reasonable accommodations, the University has the discretion to require additional documentation. Students bear any cost incurred in obtaining additional documentation.

Guidelines for documentation are as follows:

1. Students requesting accommodations on the basis of **mobility, systemic, or disease-related disabilities** must provide documentation no more than 3 years old consisting of:
 - a. An identification of the disabling condition(s)
 - b. An assessment of the functionally limiting manifestations of the condition(s) for which accommodations are being requested.
 - c. Suggestions as to how the functionally limiting manifestations of the disabling condition(s) may be accommodated in an educational environment.

2. Students requesting accommodation on the basis of **deafness or other hearing impairments** must provide documentation no more than 3 years old consisting of:
 - a. An audiological evaluation and/or audiogram.
 - b. An interpretation of the functional implication of the diagnostic data and hearing aid evaluation, when appropriate.
 - c. Suggestions as to how the functionally limiting manifestations of the disabling condition(s) may be accommodated in an educational environment.

3. Students requesting accommodations on the basis of **low vision or blindness** must provide documentation no more than 3 years old consisting of:
 - a. An ocular assessment or evaluation from an ophthalmologist.
 - b. A low-vision evaluation of residual visual function, when appropriate.
 - c. Suggestions as to how the functionally limiting manifestations of the disabling condition(s) may be accommodated in an educational environment

4. Students requesting accommodations on the basis of an **acquired brain injury** must provide documentation no more than 1 year old which includes, but is not restricted to, the following:
 - a. An identification of the disabling condition(s).
 - b. A recent (within past one year) assessment of the functionally limiting manifestations of the condition(s) may be accommodated in an educational environment.

NOTE: Prior to the receipt of appropriate documentation, the University reserves the right to deny services or accommodation.

As the Americans with Disabilities Act mandates, all documentation must be provided to Disability Services in order for accommodations to be provided.