



DISABILITY DOCUMENTATION GUIDELINES

Students must provide documentation of disability to ensure the provision of reasonable and appropriate accommodations. Once you have completed the Disability Resource Center New Student Application, review the options below for information on acceptable documentation. Documentation can be uploaded through the link provided in the application confirmation email, dropped off, emailed, or mailed to DRC offices.

- **Option 1** – IEP/504 Plan: Provide all pages of your most recent IEP/504 plan from school, including any supporting documentation if available.
- **Option 2** – Supporting Documentation: Provide a letter or medical records from a licensed professional containing the following information:
 - **A diagnostic statement identifying the condition (diagnostic code), date of the current evaluation, and the date of the original diagnosis:** DSM-V or ICD Diagnosis (test and code), given based on a formal assessment of a disabling condition provided by a licensed professional (e.g., medical professional, psychiatrist, licensed psychologist, licensed social worker).
 - **A description of the current functional impact of the disability:** Include a history of the disability, the expected progression or stability of the disability over time, and how the disability may impact a student’s academic performance.
 - **Treatments, medications, assistive devices/services currently prescribed or in use:** Include estimated effectiveness in improving the impact of the disability.
 - **The credentials of the diagnosing professional(s):** Certification, licensure, and/or the professional training of the treatment provider.
- **Option 3** – DRC Documentation Verification Form (attached).

Complete the first section of the form and give the form to your provider for completion: licensed professional (e.g., medical professional, psychiatrist, licensed psychologist, licensed social worker).