Student_____ Date_____

Documentation Guidelines for Physical Disabilities

In order to qualify for services through the Office of Disability Services at Southeastern Louisiana University for a physical disability, students need to provide us with appropriate documentation of their disability**. After an initial review of your documentation, in order for the office to determine theses accommodations, we have determined a need for the following information:**

- ☐ Specific diagnosis, date of diagnosis, and date of last contact with student
- ☐ Please briefly describe the relevant history of clinical contact and the date of the last visit with this person
- ☐ What specific symptoms does this person experience and to what severity (mild or moderate to severe and profound)?
- ☐ What are the functional limitations of the disability that will substantially impact this person in a college or university environment? [Functional limitations refer to the manifestations of the disability that impede the individual's ability to function as compared to the average person. A college environment would include activities such as taking classes, the amount of credits [12 hrs. = fulltime], studying, taking exams, getting around campus, interacting with faculty and student, etc.]
- ☐ Please include the results of any informal or clinical tests that were performed to support your diagnosis. In addition, include the information you gathered to rule out a differential diagnosis or other
- ☐ What medications are prescribed and what are some of the side effects from the medication that will impact this person in a university environment? Please list any recommended treatment, medical or rehabilitative devices that were prescribed that may or may not mitigate the condition, disability , or the symptoms
- ☐ Signature, professional title(s), credentials/licensure (if applicable), and contact information (address, telephone number, and email).
- ☐ Notes:_____
  _____
  _____
  _____
  _____

Note: The age of documentation is a critical factor in helping us determine the current functioning of an individual. Some disabilities require more up-to-date documentation (e.g. chronic medical, traumatic brain injury, etc.). . Please send us the most recent documentation you have that shows the current impact of the disability.