

Documentation Requirements: Learning Disabilities

Students interested in requesting reasonable accommodations due to a learning disability(ies) should refer to the Documentation Requirements below:

Requirements of the Medical Professional:

- A. Documentation must be completed by professional who has undergone comprehensive training and has relevant experience with conducting psycho-educational assessments with adolescents or adults (e.g., clinical or educational psychologists, school psychologists, neuropsychologists, learning disabilities specialists).
- B. Practitioners must follow their profession's Code of Ethics related to qualifications and conflicts of interest.
- C. Documentation must be: typed; dated; signed by the evaluator; and submitted to SAS on professional letterhead in English.

Requirements of the Report:

- A. The report should validate the need for services based on the individual's current level of functioning in the educational or work setting. A comprehensive assessment battery and the resulting diagnostic report should include a diagnostic interview, assessment of aptitude, academic achievement, test scores, summary, and a diagnosis.
- B. Documentation must be current. Generally, Psychoeducational and/or Neuropsychological tests that are "adult normed" (often provided to the student at age 14-15 or older) are considered current despite the present age of the student.
- C. Documentation must contain information pertaining to the individual's current level of functioning. A clear explanation of how the symptoms currently cause significant limitations for the individual within the academic environment must be included.

NOTE: An IEP or 504 Plan, while helpful, may not be sufficient on its own without accompanying Psychoeducational and/or Neuropsychological testing for SAS to determine whether a student does or does not qualify for accommodations at Delaware State University.

Documentation meeting the above Documentation Requirements should be submitted in a timely manner to the University College Student Accessibility Services Office. Insufficient information may delay the accommodation process and the University reserves the right to request additional documentation necessary to determine whether or not an individual qualifies for reasonable accommodations.

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