

Salisbury University
Office of Access & Accommodations
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Office of Access & Accommodations Documentation Criteria

We will collaboratively review and consider all documentation submitted on a case-by-case basis. Documentation of disability will assist the Office of Access & Accommodations (OAA) in understanding the impact of the student's disability and/or temporary condition in the collegiate academic setting. When necessary, the OAA may request additional information/documentation relevant to the consideration of requested accommodations/services.

Documentation submitted should be prepared by a qualified professional. A qualified professional is defined as an individual who is licensed or is a formally recognized expert in the medical, psychological, and/or educational field with the authority to make diagnoses and/or recommendations in their specific field of practice.

There are multiple ways to provide documentation of your disability. Documentation should provide proof of diagnosis and/or prior accommodations. The OAA follows the guidance from the Association on Higher Education and Disability (AHEAD) on documentation review and accommodation approval. Some examples of documentation of disability include:

- IEP/504 plan
- Medical records/patient portal diagnostic summary
- Letter from a healthcare professional, on letterhead, which confirms a diagnosis.
- [OAA Medical Documentation Form](#) (Must be completed by a qualified professional.)
- Accommodation letter from previous postsecondary institution(s)
- Full evaluation/diagnostic report (e.g. Achievement Testing: Psychoeducational, Assmt of Information Processing: (Bender-Gestalt Perceptual-Motor Test)

The following information is helpful, but not required, in order to determine the best possible accommodations and supports:

- Severity of the disability (mild/moderate/severe), if appropriate
- Medication or treatment currently prescribed
- Recommended accommodations and services

Questions/Concerns

If you would like to discuss the documentation criteria, please don't hesitate to contact the OAA as soon as possible.