



**Bard Academy**



**SIMON'S ROCK**  
at Bard College

## **Guidelines for Documentation of a Medical or Physical Disability**

At Simon's Rock at Bard College and Bard Academy, students who request accommodations for a disability may need to submit documentation to verify eligibility under Section 504 of the Rehabilitation Act of 1973 and Title 111 of the Americans with Disabilities Act of 1990 (ADA) as amended. These guidelines are provided in the interest of assuring that evaluation reports are appropriate for documenting eligibility for students who seek accommodations and services for a physical disability or systemic illness.

Physical disabilities include but are not limited to impairments, chronic illnesses, traumatic brain injury, arthritis, and visual, hearing, mobility, and manual limitations. A diagnosis of a disorder/condition/syndrome or impairment in and of itself does not automatically qualify an individual for accommodations under the ADA. The documentation must also support **each** request for accommodation, academic adjustment or modification, or auxiliary aid.

Physicians or other licensed health care providers conducting assessments, rendering physical diagnoses, and making recommendations for accommodations must be qualified to do so. A diagnosis must be provided in order to substantiate the stated disability. Recommended documentation includes:

- A clear statement of the medical diagnosis of the physical disability or systemic illness;
- Medical information relating to the student's needs, including the impact of medication on the student's ability to meet the educational demands of the postsecondary environment;
- A statement describing the functional impact of the limitation of the disability on learning or other major life activity and the degree to which it impacts the individual in the context for which accommodations are being requested;
- What accommodations have been provided in the past and what accommodations are recommended;
- Length of time the diagnostician has treated the student and date of last contact;
- Diagnostician's name, title, license number, address, and phone number. Documentation should include the date as well. It is not appropriate for professionals to evaluate members of their own families.

This information is confidential and will be used only for the purpose of enabling Simon's Rock at Bard College and Bard Academy to provide the student with accommodations and other services.

### **ALL DOCUMENTATION WILL BE HELD IN THE STRICTEST CONFIDENCE**

#### **Scans may be sent to:**

Jean Altshuler, Director of Accessibility and Learning Supports,  
Simon's Rock at Bard College and Bard Academy [jaltshuler@sr.bard.edu](mailto:jaltshuler@sr.bard.edu)

Healthcare Providers or families who prefer to mail or fax documentation please contact [jaltshuler@sr.bard.edu](mailto:jaltshuler@sr.bard.edu) for the correct mailing address and fax number during our transition to the new Bard campus.

Guidelines adapted from the Association on Higher Education and Disability (AHEAD) <http://www.ahead.org/>