Documentation Guidelines for Psychological Disorders

Please provide the following documentation:

- Documentation should be on letterhead, dated and signed by a qualified professional or evaluator, e.g. identifying credentials with license number(s).

- The substantial limitation in a major life activity should be described.

- Suggestions of accommodations being recommended (i.e. extra time, frequent breaks).

- Documentation should reflect data collected within three years of the request for services unless the condition is of a permanent and non-varying nature. However, if additional accommodations are requested due to changes in functional limitations, updated documentation may be requested.

- A diagnosis consistent with the most recent DSM/ICD, if appropriate.

- Description of the history, current symptoms, and severity of the disorder.

- Additional descriptions of the expected progression, duration, and stability of the condition

- Description of the current functional limitations impacting the student in the academic setting.

- Discuss any current medication and how it impacts the individual’s limitations.

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