



POLICY ON DOCUMENTATION FOR DISABILITY ACCOMMODATIONS

The Americans with Disability Act (ADA) of 1990 and Section 504 (of the Rehabilitation Act of 1973) mandate equal opportunities for students to participate in or benefit from services offered by a place of public access, including private universities. A qualified individual under these two Acts must have a physical, mental or learning impairment which *substantially limits* one or more major life activities. Moreover, a qualified, disabled student must meet the academic and technical standards required for admission or participation in an educational program or activity. AJU does not waive academic requirements for degrees or alter admissions criteria for any student, but the university makes every effort to try and provide reasonable accommodations when presented with appropriate, compliant documentation.

To be considered for accommodations, students must provide official documentation to the Office of the Dean of Students. Below outlines the official evaluation which *must be* submitted for consideration.

Full evaluation, completed within the last 3 years, which includes:

- Identifies the disability, including the diagnosis, history of onset and methodologies used to determine the diagnosis;
- Current functional impact of the condition as well as a description of the current functional limitations as they relate to the major life activity impacted by said diagnosis;
- List of prescribed medications, if applicable;
- Expected progression, stability or prognosis of the condition over time; and
- *Recommended* accommodations with the rationale for each *recommended* accommodation. Such accommodation *recommendations* should be appropriate for higher education.

The evaluation *must* be on official letterhead including the printed name, signature, title, professional credentials and license number of the evaluator along with the address and telephone number.

Documentation *must* be provided by a licensed, credentialed and qualified medical healthcare professional. Such professional *should not* have a personal or familial relationship with the individual being evaluated. The evaluator *must* be the “subject matter expert” in the area he/she is providing an evaluation for.

Students who may have received accommodations during their primary education (grades K-12) such as an Individualized Education Plan (IEP) *must* submit a recent, compliant evaluation. The completed evaluation should be within the last 3 years (meeting the criteria noted above) and be suitable for higher education in order to be considered for an accommodation request. Institutions of higher education do not accept IEPs utilized in primary education.

Please note that some recommended accommodations may not be offered as AJU is not bound to implement all recommendations made. Students are required to discuss their accommodation letters with their instructors during office hours early in the semester in order to outline which approved accommodations will be utilized.

The cost of obtaining an evaluation is borne by the student.