



Deaf/Hard of Hearing Documentation Guidelines

Physicians, including otorhinolaryngologists and otologists, are qualified to provide diagnosis and treatment of hearing disorders. Audiologists may also provide current audiograms. The diagnostician should be an impartial individual who is not a family member of the student.

Documentation must be **current**. In most cases, this means a diagnosis has been made and/or treatment has been prescribed **within the past three years**. Because the provision of all reasonable accommodations and services is based upon assessment of the current impact of the student's disabilities on his/her academic performance, it is in a student's best interest to provide recent and appropriate documentation

The following guidelines are provided to assist the Office of Student Disability Services in collaborating with each student to determine appropriate accommodations. Documentation serves as a foundation that legitimizes a student's request for appropriate accommodations. Recommended documentation includes:

- A clear statement of deafness or hearing loss, with a current audiogram that reflects the current impact the deafness or hearing loss has on the student's functioning.
- A summary of assessment procedures and evaluation instruments used to make the diagnosis and a narrative summary of evaluation results, if appropriate.
- Medical information relating to the student's needs, the status of the individual's hearing (static or changing) and its impact on the demands of the academic program.
- A statement regarding the use of hearing aids (if appropriate).
- A statement of the functional impacts or limitations of the hearing loss on learning or other major life activity and the degree to which it impacts the individual in the learning context for which accommodations are being requested.

Further assessment by an appropriate professional may be required if co-existing learning disabilities or other disabling conditions are indicated. The student and the Office of Student Disability Services will collaboratively determine appropriate accommodations.

NOTE: Please complete and return the **Student Intake Form** and the **Release of Information Form** with your documentation.