



## Eligibility Criteria: Students with Psychological Disabilities

The Academy of Art University requires the following information to make informed decisions concerning academic accommodations for students with psychological disabilities. Make a copy of all diagnostic reports for your own files before submitting them to Classroom Services.

### General Guidelines:

- A qualified professional must conduct the evaluation and include his/her name, title, license number (if applicable), signature and the date on letterhead stationary. Classroom Services will provide students with referrals upon request.
- Since reasonable accommodations are based upon the current impact of the disability, the documentation must address the individual's current level of functioning and the need for accommodations (e.g., due to observed changes in performance or medication changes since previous assessment).
- Due to the changing nature of psychiatric disabilities, it is essential that the student provide recent and appropriate documentation no older than six months upon initial request of services. If the diagnostic report is more than six months old, the student must also submit a letter from a qualified professional that provides an update of the diagnosis, and a description of the student's current level of functioning during the preceding twelve months. Although this requirement does not apply to permanent disabilities, Classroom Services may still require an update from a medical professional if the student's psychological condition fluctuates in stability.
- Documentation must be based on a diagnostic/clinical evaluation. If the documentation is inadequate in scope or content, or does not address the individual's current level of functioning and need for accommodations in a post-secondary educational setting, re-evaluation may be required.
- The cost of providing the required documentation is the responsibility of the student, not the university.

### Documentation must contain the following:

- A specific diagnosis based on the DSM-IV-TR or ICD-10 diagnostic criteria, including duration and prognosis.
- A summary of assessment procedures and evaluation instruments used to diagnose the impairment.
- A description of the major life activities that are adversely affected as a result of the disability.
- A description of functional limitations related to the disability, especially those related to a post-secondary educational setting.
- Relevant information regarding current treatment and medications including patient response and side effects.
- Recommendations for accommodations in a post-secondary academic setting, and a rationale for each.

### Preferred if applicable:

- History of presenting symptoms.
- Relevant developmental, historical, and familial data.
- Relevant medical history, including information regarding medication regimen.
- Duration and severity of the disorder.

### Accommodations and Support Services

As part of the Academy Resource Center (ARC), the Office of Classroom Services is committed to ensuring equal access to educational opportunities for students with disabilities. Classroom Services reserves the right to request supplemental information to verify a student's current functional limitations. Once eligibility has been established in accordance with the Americans with Disabilities Act, requests for accommodations will be reviewed each semester, taking into consideration the Academy of Art University's obligation to provide equal access to educational opportunities, the student's current functional limitations, and current course requirements. Classroom Services will not release disability-related information without written consent from the student.