Documentation Guidelines:

We ask students seeking disability accommodations to submit documentation of disability to verify eligibility under the Americans with Disabilities Act, the ADA Amendments Act (ADA AA), Section 504 of the Rehabilitation Act of 1973, and UCCS Disability Services policy.

Documentation should include a description of the disability and its current impact in an educational setting, past use and effectiveness of accommodations, and recommendations for accommodations that are logically related to the impact of the disability. Please keep in mind, however, that Disability Services will make the final determination of reasonable accommodations.

Types of documentation that may be helpful include, but are not limited to, the following:

* Educational, psychological, or medical records
* Reports and assessments created by healthcare providers, psychologists, or the educational system (e.g., a psychoeducational evaluation)
* Documents that reflect education and accommodation history, such as an Individual Education Program (IEP), Summary of Performance (SOP), 504 Plans and teacher observations

**Documentation should be provided on official letterhead with the name, title, professional credentials, address, phone number, and signature of the evaluator, as well as the date of the report. No hand written notes or prescription pad notes.**

Please keep the following in mind:

* Documentation should be submitted to Disability Services as far in advance as possible
* Disability Services may ask for additional information if documentation is incomplete or does not support accommodation requests.
* Students who do not have documentation are encouraged to meet with the Disability Services staff to explore options for support.
* Documentation accepted by UCCS might not be accepted by other institutions, agencies, and/or programs (e.g., testing agencies, licensure exams, and certification programs). Please check with the specific organizations and/or programs to determine their documentation requirements.