



Guidelines for Professional's Documentation

_____ has requested accommodations at Valparaiso University Law School to support his/her program. The Americans with Disabilities Act (ADA) requires us to obtain proof of the disability of this individual from a qualified professional through documentation. Please provide a thorough report regarding this individual's disability on your professional letterhead. Following are the expectations for what should be included in this documentation.

- Name and DOB of Student
- Professional information of person providing documentation (name, title, office address and phone #, connection to student, license #, signature)
- Background information regarding student
- Formal and informal assessments used for evaluation, including scores if available
- Diagnosis of disability
- Student's functional limitations (how the student's school performance or environment will likely be impacted by the disability)
- Professional's recommendations of support and accommodations

Contact the VU Office of Disability Support Services
if there are questions regarding the process.



VALPARAISO
UNIVERSITY
Disability Support Services
Dr. Sherry DeMik
Zebadiah Hall
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