

## **Documentation Requirements**

### **Hearing/Speech Impairments**

#### **I. A Qualified Professional Must Conduct the Evaluation**

The documentation provided by the student must be from the treating professional. This may include an audiologist or speech pathologist (as appropriate). The individual must include his/her name, title and credentials. Although a family member may be licensed to make the diagnosis, documentation from a family member will not be accepted. The documentation should be typed, on letterhead, dated and signed by the treating professional.

#### **II. The Documentation Must Be Current**

Documentation must be from within 6 months of applying for services. If documentation is older than 6 months, a current letter from your treating professional will be needed. This letter must outline your current diagnosis, current functional limitations/expected problems at AU and current treatment.

#### **III. The Documentation Must Be Comprehensive**

The presented documentation must include a clearly stated diagnosis supported by history and current symptoms. It should also include any current treatment(s) prescribed for the student. The professional should address defined levels of functioning and any limitations he/she expects the student to face while at Auburn.

#### **IV. The Accommodations Must be Appropriate and Supported by the Documentation**

All recommended accommodations must be supported by the student's current functional limitations. A diagnosis alone will not be sufficient support for an accommodation.

The need for certain accommodations can change over time; therefore a prior history of an accommodation does not warrant a similar accommodation if the current documentation does not support the need.

PSD reserves the right to seek clarification from the diagnosing professional if it is believed that the accommodations are excessive or are not clearly supported by the current documentation. If this occurs, an addendum will be requested in which the diagnosing professional provides rationale for the accommodations in question and/or revises the recommended accommodations.