



OHIO NORTHERN UNIVERSITY

## FORM 102

### **Required Documentation for Academic Accommodations for Students with Disabilities**

In order for accommodations to be considered, documentation must be provided from an appropriate healthcare provider and must include the information listed below. It is the student's responsibility to inform the health care provider and/or school district what information is needed. It may be beneficial to provide the health care provider/school district with a copy of this form.

- 1) The name, address, and telephone number of at least one healthcare professional and/or school district staff who has provided care to the applicant and can provide diagnostic and other information related to the applicant's disability.
- 2) The qualifications (terminal degree, clinical specialty, licensure, etc.) of the healthcare professional(s) and/or school district identified that qualify him/her to provide specific information related to the student's disability and requested accommodation(s).
- 3) A statement of diagnosis from the identified healthcare professional(s) and/or school district of any physical or mental impairment experienced by the applicant. Specifically, the statement should include a description of the following
- 4) A description of how the student's physical or mental impairment impacts the student's ability to function in an academic setting and take exams under typical testing conditions.
  - a. The nature and severity of the impairment
  - b. How and when the diagnosis of the impairment was determined
    - i. Methods used to determine the diagnosis
    - ii. Test results for all tests done to determine the diagnosis, including the date the testing was conducted
  - c. The expected duration of the impairment
  - d. The permanent or long-term impact of the impairment
  - e. The extent to which the impairment actually limits one or more of the applicant's major life activities
- 5) Provide a copy of student's school district IEP, ETR, and/or 504 Plan.

- 6) A description of recommended accommodations including an explanation of why they are necessary to accommodate the applicant's specific physical or mental impairment. If the recommendation includes an extension of the customary testing time, a specification on the amount of time (e.g. 50% additional time, etc.) and an explanation of the necessity of that accommodation should be included.