



CHICAGO STATE UNIVERSITY

Abilities Office of Student Services

Documentation Guidelines for Communication/Language Disability*

The following guidelines describe the components of acceptable documentation for students requesting accommodations related to communication and language.

Typically, speech-language pathologists, neurologists, and otolaryngologists, are the only professionals qualified to evaluate and diagnose **Communication and/or Language Disabilities**. The provision of accommodations is based on assessment of the current impact of the student's disability.

Documentation must include all of the following elements:

1. **A qualified professional must conduct the evaluation. The professional documenting the disability must clearly:**
 - be identified by name, title, and professional credentials
 - provide information about their license, certification and specializations, including license number or identifier and state of practice
2. **Documentation should be current and dated within the last 6 months for conditions subject to change over time.** Recent documentation is required because the provision of all reasonable accommodations and services is based upon assessment of the current impact of the student's disabilities/impairments on their ability to participate in the academic pursuits at Chicago State University
3. **Identification of the disabling condition(s).** Including relevant DSM codes. Description of symptoms that meet the criteria for the diagnosis. All tests and assessment tools used. Attach a diagnostic report. Include all known and relevant comorbidities.
4. **An assessment of functionally limiting manifestations of the communication/language impairment.** Details of current treatment plan and assessment of the duration of this condition.

Division of Student Affairs

Abilities Office

9501 S. King Drive/CRSUB 160

Chicago, IL 60628

T 773.995.2380

F 773.995.3563

- 5. Recommendations.** For reasonable accommodations that address the student's functional impairments, with particular regard to assistive technology and alternate formats for print materials. A rationale in support of each recommendation should be included.

Accepted forms of documentation:

- The Abilities Office Verification of Disabilities form (VOD) with attached ocular assessment or low vision evaluation.
- A clear statement on letterhead which meets above stated guidelines with attached diagnostic report.

*English as a second language is not considered a disability according to the ADA