

Documentation Guidelines for Hearing, Visual and Physical Disabilities
Southwestern University
Academic Services, Cullen Building 3rd Floor

Students who are seeking academic accommodations and services for hearing impairments/deafness need to submit documentation of the disability to Academic Services prior to receiving services. Criteria for documenting physical disabilities (including hearing or vision impairments) are:

- ❖ A current (within three years) diagnosis of impairment. Include a discussion of whether the impairment is stable or progressive. If the impairment has existed since birth or early childhood and there has been no change in the condition, The Academic Services Coordinator may deem it appropriate to accept older documentation.
- ❖ A summary of how the disability substantially limits one or more major life activities
- ❖ A summary of assessment procedures
- ❖ A summary of present functioning

Students are encouraged to meet with the Coordinator of Academic Services to discuss academic accommodation and service needs at least two (2) weeks prior to the beginning of the semester. Should you or the evaluator have any questions, please feel free to contact Academic Services at Southwestern University at Voice: (512) 863-1286 TTY: (512) 863-1283, or via Fax: (512) 863-1744.