

GUIDELINES FOR DOCUMENTING A DISABILITY

_____ must write an “Accommodations Request Letter” (ARL). This is a letter written by the student (see pg. 4 for more detailed information). A student’s request must include:

- a) **The name of the disability**
- b) **A statement concerning how the disability affects his/her academic performance**
- c) **A list of the specific accommodations being requested.**

2) **Students with Learning Disabilities** – A current psychoeducational evaluation utilizing adult scales is required. The evaluation must be completed by a psychologist who is licensed by a state board of examiners in psychology or certified by the state department of education in psychology. The psychologist must provide his or her license or certificate number in the report.

3)

Integrating Faith in Learning, Leading and Serving