

## **Documentation Guidelines for Blindness or Visual Impairment**

Students who are requesting accommodation services at Vance-Granville Community College are required to submit documentation to verify eligibility under the ADA of 1990 and Section 504 of the Rehabilitation Act of 1973. Students must provide documentation that meets the College's guidelines to become eligible for services. The following guidelines are provided in the interest of ensuring that the documentation is complete and appropriate.

1. A clear and **current** statement of the vision related disability with supporting data (the age of acceptable documentation is dependent upon the condition, the current status of the student and the student's request for reasonable accommodations).
2. A summary of assessment procedures and evaluation instruments used to make the diagnosis and the summary of results including standardized scores.
3. A summary of present symptoms that meet the criteria for diagnosis.
4. Medical information relating to the student's needs and the status of the student's vision (static or changing) and its impact on the demands of the academic program.
5. Narrative or descriptive text providing both quantitative and qualitative information about the student's abilities including the use of corrective lenses and ongoing visual therapy (if appropriate).
6. A statement explaining the current functional limitations imposed by the impairment.
7. Suggestions of reasonable accommodation(s), which might be appropriate at the postsecondary level, are encouraged. These recommendations should be directly linked to the impact of the disability.

All documentation is confidential and should be submitted to:

**Vance-Granville Community College**  
**Attention: Tieren Evans**  
**PO Box 917**  
**Henderson, NC 27536**