

Documentation Guidelines for Psychiatric/Psychological Disorders

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 statement of the disability, including the DSM-IV diagnosis, and a summary of present symptoms.
2. The documentation should explain the current functional limitations imposed by the condition.
3. A summary of assessment procedures and evaluation instruments used to make the diagnosis, and a summary of evaluation results, including standardized or percentile scores.
4. Medical information relating to the student's needs should include the impact of medication on the student's ability to meet the demands of the postsecondary environment.
5. Suggestions of reasonable accommodation(s) that might be appropriate at the postsecondary level are encouraged. These recommendations should be directly linked to the impact of the disability and associated issues (ex: medication).

All documentation is confidential and should be submitted to:

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