



St. George's University

Academic Accommodations: Guidelines for Psychological Conditions

Students who want to request accommodations must provide comprehensive documentation of their disorder to the Student Accessibility and Accommodation Services (SAAS) office. A diagnosis alone is not sufficient to identify what accommodations are reasonable or equitable for a student. Evidence as to the extent to which the disorder currently impairs academic and other major life activities is necessary to establish eligibility. Please do not hesitate to contact the office if you have any questions.

These documentation guidelines are provided to assist you and your medical provider with the necessary information required for you to be considered for accommodations. Documentation for a psychological condition should include the following information:

1. **Diagnosis:** DSM-IV, V or ICD. Given based on a formal assessment of current psychological status, a formal diagnosis of a disabling condition provided by a licensed treatment professional (e.g., psychiatrist, licensed clinical psychologist, licensed social worker, etc.).
2. **History and Recency:**
 - Date of initial diagnosis, relevant background information such as academic history and co-morbid conditions.
 - Date of last contact. Accommodations are based on an assessment of the current nature and impact of the disability. Because psychological conditions may change over time, current evaluations can be critical for providing reasonable accommodations. Depending on the nature of the disability, updated evaluations may be requested. A report completed within the past 6 months may be necessary to establish the current impairment and need for accommodations at the present time.
3. **Comprehensive Evaluation:**
 - A diagnostic interview and other diagnostic tools are not meant to be used in isolation when making a psychiatric diagnosis. Provide assessment data and findings from all diagnostic tests and measures administered.
 - Provide a thorough summary that integrates assessment data with clinical presentation, behavioral observations, relevant background and current functioning.
 - Treatments currently in use and a description of the expected progression of the disability over time.
 - Information on medication side effects is useful and may be considered in accommodation decisions.
4. **Functional Limitations:** The report should detail how the individual's condition impacts daily living (social, academic, etc.). This should include information on the severity and pervasiveness of the disorder.
5. **Recommendations:** A rationale should be given for each recommended accommodation. Due to the nature of the academic environment, SGU will make the final determination as to whether an accommodation is reasonable and can be provided to the individual.

All reports should be on letterhead, typed, dated, signed, and otherwise legible. The name, title, and professional credentials of the evaluator, including information about license or certification should be included. Evaluators should not be related to the individual being assessed.

The documentation provided by the student is considered confidential in accordance with the Family Educational Rights and Privacy Act (FERPA). However, there are instances when student documentation must be released without consent on a need to know basis.

Students are encouraged to email documentation in pdf format to SAAS at dosaa@sgu.edu.

Office of the Dean of Students
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