



You have requested accommodations from Rogers State University Disability Services. To provide accommodations, we require documentation. Following are the guidelines we require to be included in the documentation for each disability that you request accommodations for:

- The documentation must be dated and on the diagnostician's letterhead.
- A diagnosis evaluation performed within the last three years with the stated date the evaluation took place.
  - If the evaluation assessment was for a learning disability, ADD/ADHD, and/or psychoeducational evaluation please provide the type of assessment that was administered, along with the scoring results.
- A written diagnosis, including the type of disability, and prognosis, if the condition is expected to change over time.
- A description of the current functional impact of the disability.
- A list of treatments, medications, and/or assistive devices currently prescribed or in use.
- Recommendations for the type of reasonable accommodations that could benefit the student with the supported diagnosis.
- The credentials and signature of the diagnosing professional.

If you have any questions, feel free to contact us.

**RSU Disability Services**

Dr. Carolyn Taylor Center, Room 201 (second floor)

Phone: 918-343-6828

Fax: 918-343-7712

Email: [disabilityservices@student.rsu.edu](mailto:disabilityservices@student.rsu.edu)

Hours: Monday through Friday from 8:00 a.m. to 5:00 p.m.