GUIDELINES FOR DOCUMENTATION OF
CHRONIC HEALTH DISABILITIES

Students who are seeking support services or accommodations at Embry-Riddle Aeronautical
University on the basis of a diagnosed chronic health disability are required to submit
documentation to verify eligibility under Section 504 of the Rehabilitation Act of 1973 and Title
II of the Americans with Disabilities Act of 1990 (ADA).

The following guidelines are provided in the interest of ensuring that evaluation reports are
appropriate and sufficient to document disability. The Disability Support Services
Director is available to consult with diagnosticians concerning any of these guidelines.

1. **Currency of documentation.** Documentation must be current, reflecting evaluation provided
   within the past year.

2. **The evaluation must be provided by a qualified professional.** The physician (M.D. or D.O.)
   must have qualifications that are recognized by the State of Arizona as affirming his or her
   eligibility to render a medical diagnosis. The name, title, professional credentials as well as
   licensing and certification information should be clearly stated in the evaluation.
   Documentation from other qualified and licensed health care professionals will be considered
   on a case by case basis.

3. **Documentation should be comprehensive.** The evaluation should describe the type and
   severity of the individual’s symptoms at the time of first diagnosis and should state the
   approximate date of onset. It should also describe the subsequent course of the disabling
   condition and specify the current treatment of the condition, detailing any currently
   prescribed or recommended medication, therapies, care or assistive devices.

4. **Documentation should reflect the functional impact of the disability.** The evaluation should
   contain a description of the type and severity of the current symptoms and note the impact of
   the disability in all relevant spheres of functioning. The evaluation should address how the
disability may affect the individual’s ability to function in the academic setting, e.g., reading,
comprehension, memory, writing, notetaking, test taking, endurance and attention. The
evaluation should indicate any activities that are typically a part of an academic program that
would be specifically contraindicated by the individual’s disability or disabilities.

5. **Recommendations for academic accommodation.** The evaluation should include specific
   recommendations for accommodations that are realistic and that the University can
reasonably provide. Accommodations are adjustments to the academic environment
provided to ensure equal access to an enrolled student based on his or her substantial
impairment of functional capacity. They are not remedial in nature; nor can they
fundamentally alter, nor can they fundamentally alter the nature of, or reduce the academic
standards of, a course or degree program. A detailed explanation should be provided as to
why each accommodation is recommended and each recommendation should be correlated with the specific functional limitations related to the disability or disabilities.

A prior history of a chronic health disability without clear demonstration of current need or substantial impairment does not warrant eligibility for ADA services or accommodations. The determination of eligibility and reasonable accommodations for an ERAU student with a disability rests with the ERAU Disability Support Services Director working in collaboration with the student.

All disability documentation will remain confidential.