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**MSU-Bozeman Disability Documentation Guidelines**

**PHYSICAL DISABILITY**

To help students with physical disabilities overcome the effect of disability on their academic performance, MSU-Bozeman makes reasonable accommodations on the basis of individual need. Although a student’s academic and accommodation histories are important, there are other factors which are considered in determining what, if any, accommodations are currently appropriate. The receipt of services in a previous setting does not automatically indicate that identical services will be provided here. Students may be asked to provide updated comprehensive information if their condition is potentially changeable and/or previous documentation does not include sufficient relevant information.

* The clinician is qualified to make the diagnosis in the area of specialization. (It is not considered appropriate for professionals to evaluate members of their own families.)
* The evaluation is current, usually within 3 months, and contains the date of the last appointment with the student. For chronic, long-standing conditions evaluations may be completed within the past 3 years. Time frames will be considered on a case by case basis.
* The clinician clearly indicates a claimed disability as defined under the ADA.
* Documentation clearly supports the claimed disability with relevant medical and other history.
* The evaluation contains:
  + a description of current medications, treatments and assistive devices and technologies with estimated effectiveness in ameliorating the impact of the disability, i.e., extent of effectiveness of corrective lenses, use of assistive listening devices, etc.
  + history of medication side effects known to have affected the student.
* There is a description of the functional limitations resulting from the disabilitywhich specifically addresses a postsecondary residential educational setting; reference to allowable activities is included.
* The documentation clearly supports the direct link to and need for the requested accommodations.

The student should upload a completed “Disability Verification” form and any other additional information to their ACCOMMODATE profile (https://montana-accommodate.symplicity.com/) using their NetId and password.

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