

## SNOW COLLEGE STUDENTS

In order to determine eligibility for and receive accommodative services, you must do the following:

1. Schedule an appointment with the Accessibility Services Department in the Greenwood Student Center Room 241
2. Complete an Initial Intake Packet and return it to the Accessibility Services Center.
3. Obtain a copy of your documentation on letterhead, from a licensed professional, addressing each of the following items:
  1. Medical and/or Psychological Diagnoses (ICD-10 or DSM IV-TR)
  2. List of medications and/or other mitigating measures
  3. Any and all functional limitations, their nature and effect on major life and learning activities.
  4. Any suggested or recommended learning or campus accommodations.

If you are requesting documentation from a licensed professional (Physician, Psychiatrist, Psychologist, etc.) for the first time, please make them aware of what must be included (as indicated in the above list). The documentation and/or diagnostic evaluation must have been completed within the past three years.

Documentation may be:

Faxed to (435) 283 7314

OR

Mailed to: Snow College

Accessibility Service Department

150 East College Avenue

Ephraim, UT 84627

(or brought with you to your next appointment)

It is important to recognize that there will be a processing period of the documentation to be reviewed. A counselor will determine if the documentation is sufficient to establish the presence of a disability as defined by a covered under the ADA, and if the academic accommodations requested and approved are supported in and by the documentation. It is the student's responsibility to meet with the Accessibility Resource Center and make sure that sufficient documentation is provided.

