

## Disability Services

### Documentation of a Specific Psychological or Psychiatric Disability

Students who are seeking accommodations from The Art Institutes International Minnesota on the basis of a specific diagnosed psychological disability are required to submit documentation to verify eligibility. The disability must be diagnosed by a licensed psychiatrist, or psychologist, using criteria defined by the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition (DSM-IV) or DSM-IV-TR (Text Revision).

In order for the Disability Services Coordinator to determine what accommodations are suitable, we rely on appropriately trained professionals to provide documentation as to the presence and severity of the disability. By providing the information outlined below, the evaluators will assist us in being able to serve the student effectively. We find that these guidelines provide the detailed information necessary to assess the appropriateness of the student's request for academic accommodation. Given that the manifestations of a student's disability may change over time, the evaluation must reflect the student's current status. Therefore the evaluation should be conducted within the last three years. The documentation must include the following:

1. A specific diagnosis, including level of severity.
2. A description of the functional limitations the student is likely to experience in a collegiate academic environment that are directly related to the stated psychological disorder.
3. Specific recommendations for academic accommodations for the curriculum and/or testing, including an explanation of why these specific accommodations are needed. This explanation must relate to the impact of the student's particular disability on his/her functioning.
4. The evaluator's name address, telephone number, and professional credentials relevant to the diagnosis.
5. The documentation must be on the evaluator's letterhead, typed, dated, and signed.

**The cost and responsibility for providing this professional evaluation shall be borne by the student.**

The Disability Services Coordinator is available to consult with diagnosticians regarding any of these guidelines.