
Documentation Requirements

Psychological Disabilities

The memo or report should come from an appropriate licensed professional, such as a licensed clinical psychologist, psychiatrist, neuropsychologist, or licensed professional counselor. Please see the General Documentation Requirements for other important information about the source of the documentation, as well as the report itself.

Documentation must be current, preferably no more than one year. Due to the variable nature of some psychological disabilities, more recent documentation may be requested. The purpose of the documentation is to substantiate the need for services based on the student's *current* functioning.

In order to determine eligibility for services, South Texas College requires specific information about the student's impairment and how this impairment creates a *substantial limitation* to a *major life activity*.

At a *minimum*, the documentation must include the following elements:

- 1) Clearly stated clinical diagnosis, including appropriate diagnostic codes, and ruling out of alternative explanations
- 2) Clinical summary, including current symptoms, relevant social and academic history, test data, observations, approximate date of onset, and last contact with student
- 3) Identification of the major life activities limited by this disability and how this may impact the academic environment. (A description of the severity of the condition and substantial impact caused by the disability is necessary.)
- 4) Current treatment/medication, including side effects or other impact of the treatment/medication
- 5) Recommendations for accommodations to equalize this student's educational opportunities at the postsecondary level. Accommodations must be logically supported by the documentation; therefore, if the connection is not obvious, inclusion of the rationale is encouraged. The intensity or duration of the accommodations, if temporary or highly variable, should be addressed.
- 6) Any other information relevant to the student's individual needs

Please complete an application and upload documentation in the CSDS Student Portal (<https://stc.medicatconnect.com/>).

This document will be made available in alternative formats upon request. Please contact the CSDS at 956-872-2173 for assistance.

STATEMENT OF EQUAL OPPORTUNITY

No person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender, gender identity, disability, genetic information, or veteran status. Discrimination is prohibited and the College will comply with all applicable College policies, and state and federal legislation. This policy extends to individuals seeking employment with and admission to the College. Individuals with disabilities requiring assistance or access to receive these services should contact Student Disability Services at (956) 872-2173. Updated 6/2020.