

## **GUIDELINES FOR DOCUMENTATION OF SENSORY DISABILITIES**

Please refer to General Guidelines for Disability Documentation in addition to these specific guidelines for sensory disabilities. The general guidelines are available at the Disability Services office (Wien Hall, Suite 108A) or online at [www.health.columbia.edu/ods/](http://www.health.columbia.edu/ods/).

### **Hearing**

Students who are deaf or hard-of-hearing must provide documentation consisting of:

- An audiological evaluation and/or audiogram which should be dated within 6 months, particularly if the condition is subject to change
- The audiogram or evaluation should assess the student's hearing loss both with and without the use of mitigating measures, such as the use of hearing aids
- A clinical summary of the functional implications of the diagnostic data
- A history of accommodations received in the past
- Recommendations for reasonable accommodations that address the student's functional impairments, with particular regard to communication devices and methods, such as sign language interpreting services, assistive listening devices, speech-to-text services, and a rationale in support of each recommendation

### **Visual**

Students requesting accommodations on the basis of low-vision or blindness must provide documentation consisting of:

- An ocular assessment or evaluation from an ophthalmologist, or a low-vision evaluation of residual visual function, where appropriate, which should be dated within 6 months, particularly if the condition is subject to change
- The assessment or evaluation should assess the student's visual loss both with and without the use of mitigating measures, such as the use of eyeglasses or other sensory devices
- An assessment of functionally limiting manifestations of the vision disability
- A history of accommodations received in the past
- Recommendations for reasonable accommodations that address the student's functional impairments, with particular regard to assistive technology and alternate formats for print materials and a rationale in support of each recommendation

Please Note: The University reserves the right to require that a certified copy of the report be transmitted directly from the evaluator to the University.