Students requesting accommodations because of deafness or hearing loss must provide documentation from by a qualified professional, a person who is licensed or otherwise properly credentialed and possesses expertise in the disability for which modifications or accommodations are sought. A school plan such as an IEP or 504 Accommodation Plan is **insufficient** documentation without the background information from which the plan was written. A history of accommodations does not in itself warrant the provision of similar accommodations at UA. The final determination of eligibility for services rests with The University of Alabama.

1. An audiological evaluation and/or audiogram.

2. A narrative interpretation of the functional implications of the diagnostic data and hearing aid evaluation, when appropriate.

3. Suggestions as to how the functionally limiting manifestations of the disabling condition(s) may be accommodated.

4. All reports must be in narrative form, **typed**, and signed by the appropriate clinical professional. Documentation must be submitted on the official letterhead of the professional diagnosing the disability. **Chart or clinic notes are not acceptable as documentation.**

Please forward all documentation to:

Office of Disability Services  
University of Alabama  
1000 Houser Hall  
Box 870185  
Tuscaloosa, AL 35487-0185  
Email: **ods@ua.edu**  
FAX (205) 348-0804

This document will be made available in alternative formats upon request. Please contact the Office of Disability Services, (205) 348-4285 (Voice) or (205) 348-3081 (TTY) for assistance.

Revised 02/2018