DOCUMENTATION GUIDELINES

LOW VISION OR BLINDNESS

Students requesting accommodations because of low vision or blindness must provide documentation from 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. Clinical chart notes and/or printed electronic records from the provider’s patient portal are also insufficient. 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.

Documentation must be provided by an ophthalmologist, optometrist, or other qualified professional with expertise in blindness or low vision.

1. An ocular assessment or evaluation, and a low-vision evaluation of residual vision function, when appropriate. The following information should be included:
   a) Diagnosis of the disabling condition(s).
   b) Measures of visual acuity.
   c) Any other pertinent information, such as deficits in color vision, sensitivity to light, susceptibility to eye fatigue, etc.
   d) Information (if known) about whether the condition is stable, progressive, temporary, etc.

2. The substantial limitations to major life activities posed by the disability.

3. Information about any aids being used by the individual, including but not limited to: eyeglasses, contact lenses, cane, large print, Braille, screen-reading or screen-magnification software such as JAWS or ZoomText, etc.

4. All reports must be in narrative form, typed, and signed by the clinician. Documentation must be submitted on the official letterhead of the professional diagnosing the disability.

Please complete an application and upload documentation in the ODS Online Portal (odsonlineportal.ua.edu).