

Guidelines for Providers Submitting Documentation

We welcome all forms of relevant documentation or information when working with a student to determine an appropriate accommodation plan. More information is available on our website: sds.cornell.edu/get-started/documentation-guidelines

Students

You can share this document with your provider as guidance for writing a statement or summary of your disability and need for accommodations.

Examples of qualified providers include, but are not limited to:

- physicians
- educational psychologists
- therapists
- mobility specialists
- rehabilitation counselors

Providers

A **statement** or **summary** that includes any of the following information can help our office in determining an accommodation plan:

- **The current disability and the history of diagnosis** (including relevant information about how the diagnosis was determined).
- **Anticipated prognosis** (if applicable).
- **Specific symptoms**, including frequency and severity.
- **The current treatment plan** (if relevant to accommodation planning).
- **The extent of impact of the disability** on major life activities (such as communicating, reading, writing, learning, working, walking, eating, breathing, etc.).
- **Any recommendations** or strategies that would mitigate the impact of the disability (including any relevant history of accommodations used in the past).

Instructions for Submission

Options:

- **Fax** to: 607-255-1562.
- **Mail** to the address below.
- **Return to student** to give to our office or to submit electronically through SDS Online Services.

