



DISABILITY DOCUMENTATION REQUIREMENTS

As every person is unique, disability documentation will vary depending on an individual's circumstances. Please see below for a guide on required documentation based on disability.

Disability	IEP/504 Plan	Medical Documentation
Learning Disability (e.g. Dyslexia, SLD, Intellectual Disability)	<input checked="" type="checkbox"/>	
IEP/504 for OHI or EBD		<input checked="" type="checkbox"/>
ADHD or ADD		<input checked="" type="checkbox"/>
Psychological Diagnosis (e.g. Anxiety, Depression, Bi-Polar)		<input checked="" type="checkbox"/>
Physical Disability (e.g. mobility)		<input checked="" type="checkbox"/>
Chronic Illness (e.g. Diabetes, POTs, Epilepsy)		<input checked="" type="checkbox"/>
Hard of Hearing/Low Vision		<input checked="" type="checkbox"/>

All Documentation:

- Must be current - within the last three years is preferred; permanent disabilities may not need updates as often, but changing conditions may need more recent information
- If multiple disabilities exist, documentation should confirm each one
- Recent evaluations and additional medical or psychiatric documentation may be requested

IEP/504 Plans:

- IEP/504 Plans for a Specific Learning Disability (SLD) must specify type of SLD (i.e. "Specific Learning Disability in Reading", "Specific Learning Disability in Math")

Medical Documentation:

- Must be a dated and signed letter from a licensed professional qualified in the appropriate specialty area related to disability. The letter must be on official letterhead and include each of the following:
 - 1) Professional's name, title, & credentials
 - 2) Diagnosis/condition
 - 3) Date of diagnosis
 - 4) Explain how disability affects you in an academic setting

Questions regarding documentation should be directed to:

Disability Services:

Email: disabilityservices@swtc.edu

Phone: 608-822-2632

Fax: 608-822-2673

Revised 06/2025