

Disability Services requires each student requesting services to provide documentation of the disability before eligibility for services can be determined. **Disability documentation for the purpose of providing accommodations must both establish disability and provide adequate information on the functional impact of the disability so that effective accommodations can be identified.**

Students with **physical disabilities** must submit a letter on professional letterhead from their medical doctor which verifies the disability. The letter should address the following criteria:

1. A clear statement of the diagnosis, including pertinent history.
2. A description of present symptoms, fluctuating conditions/symptoms, and prognosis.
3. Medical information to be considered in a university environment, including medication needs and any side effects of medication.
4. A description of the student's functional limitations in an educational setting. Consider the impact of the disorder on mobility, manual dexterity, stamina, ability to attend and participate in class, take notes, and complete written examinations under standard time limits in the classroom.

This information may be sent directly to:

Lorraine Harrison, Director  
The University of Texas at San Antonio  
Disability Services  
One UTSA Circle  
San Antonio, Texas 78249-0690  
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FAX: (210) 458-4980