Disability Support Services (DSS)
Dean of Students
Documentation Guidelines

Documentation of your disability assists DSS to understand how your condition affects you. It also helps in the determination of appropriate accommodations to facilitate access to your University experience.

Documentation may include:
- External documentation provided by health care providers, psychologists, teachers or other professionals from schools you have attended.
- Your experiences and information you are willing to share about your disability.
- Impressions and conclusions UDSS professionals make based on our knowledge, experiences and interactions with you.

To support requests for accommodations, external documentation will be considered and may include:
- Medical or psychological reports relevant to your condition(s);
- Educational reports (including IEPs and 504 plans). Please note additional information may be requested if an IEP is the only provided information;
- School records specific to your condition(s);
- Recommendations from qualified professionals familiar with you; and/or
- Records of prior use of similar accommodations.

DSS may request updated documentation annually for some conditions.

Temporary conditions:
Documentation for temporary conditions should include information about the impacts on the condition and the expected length of recovery.

If you do not have external documentation, please contact the UDSS office at (307) 766-3073, (TTY: 307-766-3073), or udss@uwyo.edu and request to speak with the DSS director.

Note: Other colleges and universities may require different documentation of disability. Additionally, testing agencies that administer standardized tests such as the GRE, Praxis, LSAT, etc. may require more documentation that differs from what is expected at the University of Wyoming. Provision of accommodations at UW does not guarantee similar management at other colleges, universities, testing agencies or employers.

This general guidelines were developed to assist you and the professionals in your support network to prepare your application for UDSS services.

Questions and documentation can be sent to:

Disability Support Services
University of Wyoming
Dept. 3135; 1000 E. University Ave.
Laramie, WY 82071

Materials can also be delivered to:
128 Knight Hall
Fax: 307-766-3298
Email: udss@uwyo.edu

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