

**WAKE FOREST UNIVERSITY  
GUIDELINES FOR DOCUMENTING  
A PHYSICAL OR PSYCHIATRIC DISABILITY**

Students at Wake Forest University who are requesting special accommodations on the basis of a disability must submit appropriate documentation of the disability. Decisions regarding eligibility for reasonable accommodations can be reached only after appropriate documentation of the diagnosis and supporting data are on file with the University. Consequently, students requesting special accommodations should provide this documentation as soon as possible because of the time required to respond to individual requests. Guidelines for written documentation of a student's physical, psychiatric or psychological disability are listed below.

1. Written statement from a licensed physician or licensed therapist describing the disability (diagnosis, treatment plan, limitations caused by the disability, possible medical complications, and prognosis for improvement).
2. Associated lab, X-ray, and test data, if appropriate.
3. Recommendation by the physician or therapist concerning specific accommodations that may be needed for housing or classroom/academic activities.
4. Justification of recommended accommodations if not evident from #1 and #2.

Documentation of the disability should be forwarded to:

Cecil D. Price, M.D.  
Director, Student Health Center  
Wake Forest University  
P.O. Box 7386, Reynolda Station  
Winston-Salem, NC 27109

Each student's request for special accommodations is considered on an individual basis. The University reserves the right to determine what are reasonable accommodations for the documented disabilities.

Questions and requests for additional information may be directed to:

Cecil D. Price, M.D., Student Health Service, P.O. Box 7386, 336-758-5218  
Van D. Westervelt, Ph.D., Learning Assistance Center, P.O. Box 7283, 336-758-5929

**\*Please Note:** Students who are requesting any type of **academic accommodations** on the basis of a documented Learning Disability or documented Attention Deficit/Hyperactivity Disorder should contact the Learning Assistance Center (see address above) for the specific guidelines for documenting these particular disabilities.