Students who are seeking support services from the Center for Disability Services (CDS) at Everett Community College (EvCC) on the basis of a psychiatric disability will be required to submit documentation to verify eligibility of services. Documentation of disability and related information will be kept in a separate file in the CDS office. The cost and responsibility for providing this documentation shall be borne by the student.

For the purpose of this policy, a psychological/psychiatric disability is defined as an impairment of cognitive, educational and/or social functioning caused by a disorder as described in the American Psychiatric Diagnostic Statistical Manual, 4th edition (DSM IV) or successive editions.

Documentation should show current impact of the disability. The following guidelines are provided in the interest of assuring that the evaluation and report are appropriate for documenting eligibility and identifying academic adjustments. The report must be prepared by a clinical psychologist, psychiatrist, or a medical doctor. The documentation should:

1. State the diagnosis in the nomenclature used by the DSM IV or successive editions (written on letterhead, and signed by someone qualified to diagnose that type of a disability);

2. Specify the nature, severity, current impact of the disability, and anticipated duration;

3. Address the student’s current ability to function in the college environment (e.g., ability to focus, organize one’s time, attend class, work in groups or alone, etc.);
4. **Include** medications and the current side effects **that may impact the student in an educational setting.**

Suggestions of academic adjustments with supporting evidence may be included. The final determination for providing appropriate adjustments is determined by Everett Community College.

*Everett Community College does not discriminate on the basis of race, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, or status as a disabled or Vietnam era veteran in its program and activities or employment.*

G:disabilityservices/policies/psych policy KC 11/08