

Guidelines for Documentation: Visual Impairment

Students who are seeking accommodations from Vincennes University for visual impairment are required to first submit documentation to the Office of Disability Services for review. Under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, students with verified disabilities who are otherwise qualified to attend the university are protected from discrimination and assured equal access to educational programs.

1. Documentation of a visual impairment must include clinical observations by either an ophthalmologist or an optometrist. Documentation of a visual impairment should include the following information (as relevant):
 - a) Cause of the visual impairment (prenatal influence or congenital, infectious disease, injury, general disease, undetermined) and specification if it is non-progressive or progressive, and secondary complications;
 - b) Age of onset of visual impairment;
 - c) Clinical diagnosis (blind, partial vision, low vision) and/or level of visual disability (moderate, severe, profound);
 - d) Snellen Chart measurement of acuity;
 - e) Visual field (central loss, peripheral loss);
 - f) Color measurement (ability to discriminate colors, as well as light and dark); and
 - g) Assessment of visual efficiency.
2. Documentation should include a Functional Visual Characteristics and a physical needs assessment. It should express clinical terms in more concrete information for the setting of higher education.
3. A statement of the functional impact or limitations of the disability on learning or other major life activities, and the degree to which it impacts the individual in the learning context when recommended visual aid devices are used, should also be included.
4. The documentation must also include the following information:
 - a) Names of the assessment instruments used,
 - b) Quantitative and qualitative information which supports the diagnosis,
 - c) The areas of educational impact and the severity of the condition,
 - d) Recommendations for prescriptive treatments,
 - e) Notation of medications prescribed, if any, and potential impact on learning,
 - f) Additional observations or recommendations which could assist us in adequately serving the student, and

- g) The names, titles, addresses and phone numbers of the evaluator(s), as well as the date(s) of testing.

These guidelines are provided so that the Office of Disability Services can appropriately determine the needs of the individual student. The office reserves the right to request additional documentation, and determine eligibility based on the quality of the submitted documentation.

Please submit documentation and/or inquiries to:

Vincennes University
Office of Disability Services
1002 N. First Street
Vincennes, IN 47591
Phone: 812/888-4501
Fax: 812/888-2087
disability@vinu.edu

All documentation is confidential