



# WPI

## Documentation Guidelines for Students who are Deaf or Hard of Hearing

### Professional Qualifications of the Evaluator:

- Physicians/Otologists are the primary professionals involved in diagnosis and treatment of hearing disorders. Audiologists may provide current audiograms. The diagnosing professional should be an impartial individual who is not a family member of the student.

### Documentation should include:

- A clear statement of deafness or hearing loss with supporting description that meets the criteria for diagnosis.
- A summary of assessment procedures and evaluation instruments used to make the diagnosis and a summary of evaluation results including standardized scores.
- Medical information relating to the student's needs and the status of the individual's hearing and its impact on the demands of the academic program.
- Suggestions of reasonable accommodations that might be appropriate at the postsecondary level. These recommendations should be supported by the diagnosis.
- A statement regarding the use of hearing aids and any hearing assistive technology.

Please send documentation to:  
**WPI Office of Accessibility Services**  
**124 Daniels Hall**  
**Worcester, MA 01609**  
**P: 508.831.4908, F: 508.831.4158**  
**AccessibilityServices@wpi.edu**