



# WPI

## Documentation Guidelines for Students Who are Blind or Visually Impaired

### Professional Qualifications of the Evaluator:

Ophthalmologists are the primary professionals involved in diagnosis and medical treatment of individuals who are blind or experience low vision. Optometrists provide information regarding the measurement of visual acuity as well as tracking and fusion difficulties (including but not limited to: eye movement disorders, inefficiency in using both eyes together, misalignment of the eyes, lazy eye, focusing problems, visual sensory disorders, and motor integration).

### Documentation must include:

- A clear statement of vision related disability with supporting numerical description (the age of acceptable documentation is dependent upon the disabling condition, the current status of the student, and the student's request for accommodations).
- A summary of assessment procedures and evaluation instruments used to make the diagnosis and a summary of evaluation results including standardized scores.
- Present symptoms that meet the criteria for diagnosis.
- Medical information relating to the student's needs and the status of the individual's vision (static or changing) and its impact on the demands of the academic program.
- Narrative or descriptive text providing both quantitative and qualitative information about the student's abilities that might be helpful in understanding the student's profile, including the use of corrective lenses and ongoing visual therapy (if appropriate).
- Suggestions of reasonable accommodations that might be appropriate at the postsecondary level are encouraged. These recommendations should be supported by the diagnosis.

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

