

# Adult Education Disability Documentation

## INSTRUCTIONS FOR PRACTITIONERS

[*Student's Name*] has requested a disability accommodation to participate fully in Adult Education.

Guidelines of the Americans with Disabilities Act (ADA) require documentation from a practitioner knowledgeable in the field of the student's disability and knowledgeable of this specific student's disability-related limitations to have accommodations considered. The student above identified you as the practitioner who can provide this information.

The Documentation **MUST** include:

- Current diagnosis.
- Major life activities impacted by the diagnosis raise it to a disability.

The Documentation **MAY** include:

- Suggestions for accommodations to remediate the disability-related difficulties anticipated in the Adult Education setting.

You may use your letterhead or the form attached to provide this information and send it to [*Disability Contact Person Name*], Disability Contact Professional for [*Agency Name*] program at [*Disability Contact Person Email*]. Please view the [ADA Overview](#) on the New England ADA Center [website](#) for detailed information on the ADA (Americans with Disabilities Act) as it applies to post-secondary education, including Adult Education.

When the completed documentation is received, it will be reviewed, and if necessary, accommodations will be granted for the student's disability-related needs in this specific Adult Education program.

Thank you in advance for your assistance.

Sincerely,



Pamela Sordi  
Disability Consultant  
[sordi@edadvance.org](mailto:sordi@edadvance.org)