



Disability and Access

Guidelines for Documenting a Hearing Loss

Students seeking support services from Disability and Access (D&A) on the basis of a previously diagnosed hearing loss must submit documentation that verifies their eligibility under Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA) and the ADA Amendments Act. The documentation must describe a disabling condition, which is defined by the presence of *significant* limitations in one or more major life activities. Merely submitting evidence of a diagnosis is not sufficient to warrant academic accommodations. This includes submitting a Certification of Deafness from the Deaf and Hard of Hearing Services Division (DHHS), in the Texas Workforce Commission (TWC) without an audiogram attached.

An audiologist, speech and hearing specialist, ENT, or other qualified professional should make the diagnosis. The diagnostician should not be a family member of the student. Documentation should include:

- ❖ A clear statement of deafness or any degree of hearing loss with a current audiogram is required. The age of acceptable documentation is dependent upon the condition and the nature of the student's request for accommodations. It should also note the status of the individual's hearing (static or changing), hearing loss of a changing nature may need to be documented more frequently.
- ❖ A verification form can also be submitted in lieu of or in addition to a copy of an audiogram. You can find a copy of this form on the Disability and Access website at this link: [Verification Form for Students who are Deaf/Hard-of-Hearing](#)

Further assessment by an appropriate professional may be required if co-existing learning disabilities or other disabling conditions are indicated.

All documentation must be submitted on the official letterhead of the professional describing the disability. The report should be dated and signed and include the name, title, and professional credentials of the evaluator, including information about license/certification. Disability and Access will make the determination regarding whether accommodations are reasonable in the University environment.

All documentation submitted to D&A is considered confidential.

Documentation should be sent to the following address:

The University of Texas at Austin
Division of Student Affairs
Disability and Access
100 W. Dean Keeton St. Stop A4100
Austin, Texas 78712-1093
Email: access@austin.utexas.edu
Fax: (512) 475-7730