



## Verification of Learning Disability

**Chattahoochee Technical College** provides academic support to students with diagnosed Learning Disabilities. To determine eligibility for services, the office that provides services requires current and comprehensive documentation of a learning disability. In order to ensure that students with learning disabilities receive appropriate academic accommodations from this office, we need the following essential information regarding this particular student: \_\_\_\_\_.

1. Documentation of the learning disability from a qualified, licensed professional with experience assessing and diagnosing adults with learning disabilities.
2. A complete psychoeducational report that includes the name of the standard tests administered and the standard scores from the subtests that measure the student's **aptitude, achievement, and information processing**. Examples of appropriate and acceptable assessment instruments are as follows:
  - **Aptitude:** Wechsler Adult Intelligence Scale-III (WAIS) and Stanford-Binet-IV
  - **Achievement:** The Woodcock-Johnson Psychoeducational Battery – Revised: Tests of Achievement, Stanford Test of Academic Skills, Wechsler Individual Achievement Test (WIAT), and/or specific achievement tests that include measures of reading, math, and written language---the WRAT-3 is NOT an acceptable measure.
  - **Information Processing:** Woodcock-Johnson Psychoeducational Battery – Revised: Tests of Cognitive Ability, Detroit Tests of Learning Aptitude-Adult, Wechsler Memory Scale-Third Edition-(WMS-III), and/or other relevant measures.
3. Specific recommendations for needed academic accommodations, based on the results, need to be stated in the report e.g., time and-a-half or double time on exams, tape record lectures, books on tape, etc.
4. Please make sure that your title, mailing address, phone number, and fax number are also included.

Thank you for your time and assistance regarding this matter.

**ANY APPLICABLE FEES ARE THE RESPONSIBILITY OF THE STUDENT.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Phone and Fax: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Return information to: Chattahoochee Technical College, Office of Disability Services  
North Metro Campus: 5198 Ross Road, Acworth, GA 30102 • 770-975-4099 office • 770-359-5812 fax  
Marietta Campus: 980 South Cobb Drive, Marietta, GA 30060 • 770-528-4529 office • 404.591.5642 fax  
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