

**Learning Disability
Criteria for Documentation**

1. All documentation must be typed on official letterhead and include the signature of a qualified professional along with information concerning their credentials.
2. The report must include a specific diagnosis for each learning disability using DSM-IV code(s) or the equivalent and pertinent history for each. Actual test scores, percentiles, and age equivalencies must be included.
3. The evaluation should include side effects of any prescribed medication, whether the student is still adjusting to the medication, and a comment on the student's compliance and history of crisis episodes.
4. The evaluation must provide objective evidence of a substantial functional limitation and the current impact of the disability on the student's academic performance.
5. Recommendations for accommodations must include a detailed explanation for each accommodation.
6. Extended test time will be defined as time and one half unless otherwise documented.

Instruments for Evaluation

Aptitude Assessment: A complete intellectual assessment with all subtests and standard scores reported. Preferred instruments: Wechsler Adult Intelligence Scale – III. Woodcock Johnson Psycho-educational Battery Revised: Tests of Cognitive Ability

Academic Achievement: A comprehensive achievement battery is essential with all subsets and standard scores, including current levels of academic functioning in reading (decoding and comprehension). Preferred instruments: Woodcock Johnson Psycho-educational Battery Revised: Tests of Cognitive Ability, Wechsler Individual Achievement Test.

Information Processing: Such as short and long term memory, sequential memory, processing speed, executive function may be assessed by the Woodcock Johnson Psycho-educational.

The following professionals are considered to be qualified as evaluators: clinical or educational psychologists, neuro-psychologists, learning disability specialists and medical doctors who specialize in specific learning disabilities.