



**TO BE COMPLETED BY EVALUATOR**

**ATTENTION DEFICIT/HYPERACTIVITY DISORDER (ADHD)  
PSYCHOLOGICAL DISABILITY, AND LEARNING DISABILITY  
DOCUMENTATION REQUEST FORM**

Student's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

When did/will you start attending NSU? Semester \_\_\_\_\_ Year: \_\_\_\_\_

NSU I.D. Number: \_\_\_\_\_ NSU Email: \_\_\_\_\_

This student is requesting an auxiliary aid or service, academic adjustment, and/or other accommodations from Accessibility and Disability Support (OADS). In order to consider this request, as well as to ensure the provision of reasonable and appropriate auxiliary aids and services, university policy requires that a *qualified professional* provide current and comprehensive documentation of diagnosis. A qualified professional includes a licensed psychiatrist, psychologist, medical doctor, or other qualified mental health professional *who is not a family member of the student*. The OADS may request additional support documentation.

**\*\*This form must contain ALL of the requested information below in order to apply for accommodations through OADS. \*\*\*\***

1. Diagnosis (as diagnosed by the DSM-5): \_\_\_\_\_

2. If you have a formal evaluation, please attach it.

3. Date of Diagnosis: \_\_\_\_\_ Date of Last Contact with Student: \_\_\_\_\_

4. Provide a summary of the student's educational, medical, and family history that may relate to ADHD (must demonstrate that difficulties are not the result of other conditions, cultural differences, or insufficient instruction):

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5. Describe the student's functional limitations (i.e., current and/or anticipated problems associated with the condition) in an educational setting.

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6. List **current medication**, along with any **current side effects** that may impact academic performance:

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7. Please indicate below the **RECOMMENDATIONS** you have regarding necessary and appropriate auxiliary aids or services or other accommodations to equalize the student's educational opportunities at NSU as justified based on the functional limitations indicated above.

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Qualified Professional's Signature: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

License or Certification Number: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

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

**Accessibility and Disability Support**  
**Northwestern State University**  
**NSU Box 5251**  
**Natchitoches, LA 71497**  
**Phone: 318-357-4460**  
**Fax: 318-357-5926**  
**Email: OADS@nsula.edu**



## CONSENT TO RELEASE

I, \_\_\_\_\_ (*student/incoming student*), understand that the information contained in my record is confidential. However, I give my consent for

**Office of Accessibility and Disability Support**

to release to \_\_\_\_\_ (*parent, guardian, other*)

the following specific information: **DISABILITY AND ACADEMIC**

The above-listed information is to be disclosed for the specific purpose of

**ACCOMMODATIONS and UNIVERSITY SUPPORTS.**

This consent is subject to written revocation OR cancellation signature at any time except to the extent that action has already been taken upon this consent. All releases are done on roughly an annual basis regardless of any date changes to the form with all releases expiring at the end of the upcoming academic year.

\_\_\_\_\_  
Signature of Student/Client

\_\_\_\_\_  
NSU ID#

\_\_\_\_\_  
Date