

St. John's College  
Office of the Assistant Dean  
Post Office Box 2800  
Annapolis, Maryland 21404-2800  
410-626-2512

Susan Paalman, Assistant Dean  
susan.paalman@sjca.edu  
Taylor Waters, Director of Student Services  
taylor.waters@sjca.edu

## **Documentation of Learning Disability and/or Attention Deficit/Hyperactivity Disorder**

Students being newly evaluated for a learning disability and/or an attention deficit disorder, or those previously diagnosed are required to submit documentation verifying eligibility for accommodations under Section 504 of the Rehabilitation Act of 1973.

If a student has been previously diagnosed with an attention deficit or hyperactivity disorder the psychoeducational evaluation should have been administered within three years of the date of enrollment. The College will consider documentation that is more than three years old but may require re-evaluation.

The documentation in the form of a psychoeducational evaluation must indicate the tests administered and the test (and subtest) scores. In addition, the evaluation, performed by a qualified examiner, must include the following:

- 1. A narrative report analyzing and summarizing the data and a clearly stated diagnosis of a learning disability and/or ADD/ADHD.**
- 2. Suggestions, recommendations, strategies to help the student achieve academic success.**
- 3. Accommodations or adjustments that the student might need.**
- 4. Name of the evaluator and contact information.**