



Howard Yocum       Maude Wilkins       R. J. Steinhauer       High School

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**Section 504/ADA Request for Eligibility Determination Meeting  
Parent Information Form**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Diagnosed Disability \_\_\_\_\_

In order to request an Eligibility Determination Meeting under Section 504 of the Rehabilitation Act of 1973, parents/guardians should submit thorough and appropriate documentation validating the student’s disability and the need for accommodations. The documentation for all disabilities must include the following:

- A clear statement of the disability including diagnosis and prognoses, from a qualified professional (psychologist, psychiatrist, neurologist, or other qualified medical professional)
- A summary of the evaluation procedures as well as diagnostic tests/evaluation results used to make the diagnosis.
- Recent results and/or updated testing.
- A statement of the functional limitations the disability has on learning or other major life activities.
- Recommended accommodations accompanied by an explanation of the accommodations relevance to the diagnosed disability, as well as supporting data from the evaluation.

Please submit the documentation above as well as the parent questions below and on the back of this sheet to

\_\_\_\_\_.

1. How does your child’s disability affect him/her in school?

2. How does your child's disability affect him/her at home?

3. Is your child affected by the disability at certain times of the day or year (weather related)?

4. Is your child on any current medication to address the disability? If yes, please list.

5. Please list the changes that have been made at home to assist your child with schoolwork and/or home life and better manage the disability.

6. Is your child receiving on-going assistance for the disability (counseling, physical therapy, etc.)?

7. What are your child's strengths?

8. Do you have any other information that you feel would be helpful for the I & RS/504 team to consider in evaluating your request for a 504 plan?