



Student Access Office
University Center, Room 314
1 South Ave
Garden City, NY 11530

ADA Guidelines for Documentation of a Intersystem Disability - Alcohol and Substance Use

A substance use disorder must currently substantially limit a major life activity, to support eligibility under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students are encouraged to provide their clinicians with a copy of these guidelines.

To initiate the accommodation review and determination process, appropriate documentation must include the following:

- A clearly written comprehensive statement of the disability diagnosed by a qualified professional trained in this area including current functional limitations and history of impairment relevant to academic functioning or any aspect of University life.
- Verification of completion of substance/alcohol abuse program that specifies the nature of the addiction, the treatment course, and plans for continued treatment. The documentation should indicate the mediating side effects of the treatment, such as medications.
- Documentation should be current, within three years, and must include a signature on professional letterhead.
- The University has the right to request additional documentation if the original documentation is incomplete or insufficient in determining a qualifying disability or reasonable accommodation(s).
- The University has the right to deny accommodations in the event that the request is deemed unreasonable, or presents an undue hardship.
- The University has the right to deny accommodations in the event that the documentation provided does not support the specific accommodation request in accordance with the ADA.
- Documentation must demonstrate a direct correlation between the diagnosed disability, the barrier to access caused by the disability, and the requested accommodation.
- Reasonable accommodations cannot fundamentally alter any program or course requirements.
- Any cost incurred in obtaining additional information must be borne by the student.