



## Guidelines for Documentation from Licensed Healthcare Provider for Students Requesting Academic Accommodations

The documentation for a medical or mental health condition must:

- Be on the provider's letterhead
- Be typed
- Have the provider's original signature
- Include a statement of diagnosis(es) and testing/assessments that were used to diagnose
- Identify the symptoms, their severity and frequency
- Identify the current treatment and prognosis
- Identify the functional impact of the symptoms, especially as they might apply to the academic setting (e.g., attendance issues, test anxiety, etc.)
- Identify any suggestions for accommodations you may have

Please note that a hand-written note on a prescription form is not considered valid documentation.

The documentation can be sent to:

**Student Accessibility Services**

Mailing address: York College of PA  
441 Country Club Road  
York, PA 17403

Fax: 717-849-1639

Email: [sas@ycp.edu](mailto:sas@ycp.edu)

Thank you for your cooperation!