Section 504 Administrative Guidelines

Appendix II

Page 1 of 1

**Section 504/ADA Student Eligibility Worksheet\***

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_\_

1. Specify the mental or physical impairment\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(As recognized in DSM-IV or other respected source if not excluded under 504/ADA, e.g. illegal drug use).

2. Check the major life activity: \_\_\_performing manual tasks, \_\_\_seeing,

\_\_\_hearing, \_\_\_ caring for oneself, \_\_\_ walking, \_\_\_ standing, \_\_\_communicating, \_\_\_speaking, \_\_\_eating, \_\_\_bending, \_\_\_lifting, \_\_\_, working, \_\_\_concentrating, \_\_\_learning, \_\_\_reading, \_\_\_thinking, \_\_\_sleeping, \_\_\_ breathing

3. Place an “X” on the following scale to indicate the specific degree that the impairment (in #1) limits the major life activity (in#2):

* Make sure the team focuses on the major life activity as a whole (e.g. learning), not in a particular class (e.g. math) or for a particular sub-area (e.g. socialization).
* The impairment only needs to substantially limit one major life activity in order to be a disability.
* An impairment that is episodic or in remission can be a disability if it would substantially limit a major life activity when active.
* Discount from analysis sub-par performance due to other factors, such as normal moods, lack of motivation, and the immediate situation or environment.
* Take into consideration “mitigating measures” that are present and not present when determining if an impairment substantially limits a major life activity (exception: ordinary eyeglass, contacts, corrective lens).
* Use the average student in the general population as a frame of reference for purpose of comparison.

For an “X” at 4.0 or above, fill in specific information evaluated by the team that justifies the rating:

5\_\_\_\_\_\_\_\_Extremely \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4\_\_\_\_\_\_\_\_Substantially \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3\_\_\_\_\_\_\_\_Moderately

2\_\_\_\_\_\_\_\_Mildly

1\_\_\_\_\_\_\_\_Negligibly