

Oxford Academy of Hair Design

Disability Determination Process Checklist

All items listed below need to be completed in order for the Disability determination Process to be completed. Items may be submitted individually or as part of a comprehensive packet.

_____ Student Interview #1– via phone conference or in person

_____ Student Interview #2– via phone conference or in person

(Case specific- more than one conversation may be warranted)

_____ Parent Interview (optional)

_____ Current Documentation*



submission of evaluation(s) from Qualified Professional(s)



refer to Documentation Guidelines for specific condition guidelines



submission of documentation for **EACH** condition impacting student's profile and performance

_____ Completed Disability Disclosure Document*

_____ Supplemental Documentation may include, but not limited to:

- SAT/ACT Eligibility Letter of Accommodations
- Current Individual Education Plan (IEP) or Current 504 Plan
- Learning Profile
 - Previous Educational Evaluations
- Previous Medical Evaluations

Timelines & Expectations: The completion of Disability Determination Process will take approximately one month after the date of submission of all required steps indicated above.

Accommodation Plan development: A discussion of reasonable accommodations supported by the documentation and case history is subsequent to the Disability Determination Process being completed. The development of Accommodation Plans is a collaborative process that occurs with the student at time of enrollment, (450 hours, 900 hours, and 1200 hours for Cosmetology Students); (300 hours for Esthetics students).