How to Register with DS

In order to receive disability-related accommodations and services, you should follow the following process:

- Apply and be accepted for admission to Texas A&M University–Corpus Christi through the regular admissions process.
- Provide current and comprehensive documentation of a diagnosed disability which requires accommodation.
- Register with DS at the beginning of each semester.

Obtaining Documentation

Evaluations submitted to the DS office for documentation must be from a qualified professional. The qualified professional must be licensed or certified to diagnose the disability in question. Documentation is required by Section 504 of the Rehabilitation Act of 1973 in order to provide reasonable accommodations.

DS does not diagnose disabilities. However, please feel free to contact the office for help in getting a referral to a qualified professional in our community.

Documentation Requirements

Acceptable documentation must reflect the following:

- Specific diagnoses supported by documentation
- Current (in most cases, within three to five years)
- Specific findings in support of all diagnoses including relevant history, tests administered, test scores (including subtest scores), test results, and the interpretation of those test results
- A description of the student’s functional limitations as they are directly related to the stated disabilities
- Specific recommendations for accommodations for curriculum, instruction and testing, including an explanation of why these specific accommodations are
needed

- A description of the student’s functional limitations and how the limitations are directly related to the stated disabilities
- Documentation must be on letterhead, typed, dated, and signed with the evaluator’s name, professional credentials relevant to the diagnosis, address, and telephone number (in the event that the office needs to contact the evaluator)