

What You Should Know Before You're Tested

(How to Go About Getting Documentation for a Learning Disability)

1. For assistance in finding a qualified professional:
 - contact the Director of Academic Advising to discuss documentation needs;
 - if additional documentation is required, seek assistance in identifying a qualified professional.

2. In selecting a qualified professional:
 - ask what his or her credentials are;
 - ask what experience he or she has had working with adults with learning disabilities,
 - ask if he or she has ever worked with the Director of Academic Advising at Grinnell College and provide contact information if requested;
 - ask how long the assessment will take (hours, days);
 - ask what the assessment will cover;
 - ask how much it will cost and what the costs will cover;
 - ask about the possibilities and costs for additional consultation; and
 - ask if insurance will cover the costs, if there are other funding sources, or if a payment plan be worked out.

3. In working with the professional:
 - obtain a copy of Grinnell College's "Guidelines for Documentation of a Learning Disability" from the Director of Academic Advising and give those guidelines to the professional;
 - encourage him or her to clarify questions with Director of Academic Advising;
 - be prepared to be forthcoming, thorough and honest with requested information; and
 - know that professionals must maintain confidentiality with respect to your records and testing information.

4. As follow-up to the assessment by the professional:
 - request a written copy of the assessment report;
 - request the opportunity to discuss the results and recommendations, including information regarding why you are having difficulty in school or at work, ideas on how to improve your skills and how to compensate for your disability;
 - request additional resources if you need them;
 - maintain a personal file of your records and reports; and
 - make sure a copy is delivered to the Director of Academic Advising in order for you to receive accommodations at Grinnell.