



# CAL MARITIME

A Campus of The California State University

## Disability Services Office

Laboratory Building 110

Telephone: (707) 654-1283 Fax: (707) 654-1159

### Guidelines for Verification of Learning Disabilities

#### ***I. Student Responsibility:***

It is the responsibility of the student seeking services for Cal Maritime's Disability Services Office to provide a comprehensive psycho-educational evaluation.

#### ***II. Assessment Providers:***

The Disability Services Office maintains a partial (non-comprehensive) list of local assessment providers. Any licensed educational psychologist, neurologist, or learning disability specialist can administer the assessments. The clinician must be a neutral, unrelated, non-biased professional. Students may want to check their health insurance for possible coverage.

#### ***III. Documentation:***

**A. Assessment must be comprehensive and include a test from EACH of the following two categories:**

##### **Aptitude & Cognitive Ability**

- Wechsler Adult Intelligence Scale - Third Edition (WAIS-III)
- Wechsler Adult Intelligence Scale - Fourth Edition (WAIS-IV)
- Woodcock-Johnson - Third Edition: Tests of Cognitive Ability (WJ-III)
- Kaufman Adolescent and Adult Intelligence Test
- Reynolds Intellectual Assessment Scale (RIAS)
- Stanford-Binet (SB5)
- Test of Non-Verbal Intelligence (TONI-3)

##### **Academic Achievement**

- Woodcock-Johnson - Third Edition: Tests of Achievement (WJ-III)
  - Wechsler Individual Achievement Test (WIAT-III)
- OR Specific achievement tests such as:**
- Nelson-Denny Reading Skills Test (Form G&H)
  - Stanford Diagnostic Mathematics Test
  - Test of Written Language - 3 (TOWL-3)
  - Gray Oral Reading Test (GORT 4th Edition)
  - Spadafore Diagnostic Reading Test

## **B. Assessment must be current.**

Provision of accommodations is based on the impact of a disability on **current** academic performance. The psycho-educational assessment should have been conducted no earlier than **three years prior** to the student's initial request for disability-related services at Cal Maritime.

## **C. Diagnostic report must include:**

- 1. Clinician Information:** This includes name, title, license number, address and phone number; summary of all instruments and procedures, date(s) of examination and signature.
- 2. Diagnostic Interview:** This includes background, educational and medical family histories, behavioral observations, etc.
- 3. Test Scores:** Report must include all test scores (subtest and standard scores, percentiles)
- 4. Interpretation:** Clearly describe intra-cognitive and/or aptitude-achievement discrepancies and clinician's rational for clinical judgment. Indicate how patterns in the in cognitive ability, achievement, and information processing reflect the presence of a learning disability.
- 5. Rule out Alternative Explanations:** Clearly rule out alternative explanations for academic problems.
- 6. Diagnosis & Summary:** Written diagnostic summary including presence or absence of learning disability(ies), how the disability substantially interferes with student's educational progress, and specific recommendations for academic accommodations.

## **Information can be faxed or mailed to the following:**

Vineeta Dhillon, Director  
Student Engagement & Academic Success  
Cal Maritime, Disability Services Office  
200 Maritime Academy Drive  
Vallejo, CA 94590

Fax: 707-654-1159

**Please contact our office if you have any questions.**

707-654-1283 or [vdhillon@csum.edu](mailto:vdhillon@csum.edu)