GET CONNECTED with Testing and Disability Services

Welcome to Testing and Disability Services at Augusta University. The first step in connecting with our office is to complete the New Student Intake Packet. When completing the New Student Intake Packet, you will be asked to upload your documentation. If this is not ready to be uploaded, that is okay; please submit your documentation to us as soon as possible. After your request is submitted, a TDS staff member will contact you to schedule an intake meeting. At the intake meeting, the student and Disability Service Provider will discuss your disability, documentation (if submitted), reasonable accommodations, and their implementation.

New Student Intake Packet with Testing and Disability Services

The steps below will help you register with Testing and Disability Services.

1. Access the New Student Intake packet by using this link: Register For Services With TDS
2. The application will collect basic contact and demographic information along with a brief questionnaire designed to allow the student to provide a self-report about their disability and potential accommodation needs.

After submitting the initial application page, a second page will then allow you to upload any relevant supporting documentation (doctor's letters, evaluation reports, previous accommodation plans, etc.).

Supporting documentation includes a letter from your diagnostician or current treating physician to include your current diagnosis (with date of most recent diagnosis), symptoms, your functional limitations, how these limitations impact your educational experience and/or daily life activity, severity and history of your condition, and any objective measurable quantitative and qualitative data. Documentation must be printed on official letterhead and signed and dated by a health provider. Please be aware of the following:

- Documentation is only reviewed for students who have accepted their offer to Augusta University and for students already enrolled.

- While an Individualized Education Plan (IEP) or 504 Plan from high school may show a history of accommodations, these documents do not typically provide the needed information to establish a diagnosis and/or functional limitations.

APPLICATION SUBMITTED

You've successfully submitted your request. If you do not receive an email confirmation, please first check your junk/spam folder and then contact our office.

Please upload all applicable medical documentation.

UPLOAD INSTRUCTION

- If you are scanning your document at **150 - 300 dpi** as resolution.
- Upload one file at a time and the maximum allowable file size is **20 MB** per upload.
- View: **Acceptable File Types**.

File Information

File Title *****: [_____]

Select File: [Choose File] **No file chosen**

[Upload Documentation] [Upload Documentation Later]

NOTE: If an applicant does not have supporting documentation to upload when completing the application, they can still submit the Initial Application. Upon submission the student will receive a confirmation email that will include a link to upload additional information, if needed/when available.

Your application was successfully submitted on ███████████ at 09:29:09 AM.

If you have not submitted your documentation, please use the following link Upload Documentation.

Thank you,

The application processing time is 5-8 business days. In fairness to all students, applications and documentation are reviewed in the order in which they were received. If you have any questions about your intake packet, please contact us at (706) 737-1469 or tds@augusta.edu.