



# Wytheville Community College

1000 E. Main St.

Wytheville, VA 24382

Phone: (276) 223-4754

Fax: (276) 223-4861

EMAIL – wcbuchj@wcc.vccs.edu

Web Address: <http://www.wcc.vccs.edu>



**For verification of my disability, mail this form to:**

\_\_\_\_\_  
School, Agency, Physician, etc.

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

Dear Personnel,

The Student Services Staff at Wytheville Community College needs documentation about this student’s disability to facilitate educational accommodations and/or assistance as soon as possible. This information about the disability should include:

1. identification of the disability. (IEP & Psychological Report, if applicable)
2. what affect the disability may have in the academic setting including recommended accommodations (i.e. extended testing time, note takers, etc.).
3. any additional recommendations professionals have for this student or for Student Services staff.

If the student has a learning disability, a school IEP is insufficient documentation, but it can be included as part of a more comprehensive battery.

**Please mail this documentation to:**

Jenny Buchanan, Counselor  
Wytheville Community College  
1000 East Main Street  
Wytheville, VA 24382

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To Whom It May Concern:

I release the above information confirming my disability to be sent to Jenny Buchanan, Counselor, Student Support Services. This information is available to Student Services staff and as appropriate, to school administrators and/or other counselors.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Year Graduated

\_\_\_\_\_  
Name of High School

*Wytheville Community College does not discriminate on the basis of race, color, national origin, sex, handicap, age, or any other non-merit factors in admissions, access, treatment, or employment in its programs and activities. Inquiries may be directed to the Affirmative Action Officer in Smyth Hall or by telephone at (276) 223-4869.*