

SECTION 504 ELIGIBILITY DETERMINATION FORM [Short Form]

Student's Name:	DOB:	Age:
School:		Grade:
Parent(s)/Guardian(s):		
Case Manager/Contact Person:	Position:	Date of Meeting:

A. Purpose of Meeting

Determine initial eligibility under Section 504 and consider eligibility for accommodations/related aids or services.
 Review eligibility under Section 504
 Review eligibility and accommodations/related aids or services before significant change in placement.

B. 504 Eligibility Team Members: (check the categories that apply to each team member below)

NAME/POSITION:	KNOWLEDGEABLE ABOUT:		
	Child	Meaning of Evaluation Data	Accommodations/Placement Options
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C. Sources of Evaluation Information – Check those that apply:

- | | |
|--|---|
| School Records Review _____
Grades and Report Card Review _____
Parent and/or Student Report _____
Response to Intervention (RTI) _____
Medical/Health Information _____
Standardized Testing _____
Other: _____ | Observations of Student _____
Teacher Reports _____
Checklists/Rating Scales _____
Functional Behavior Assessment (FBA) _____
Nursing Assessment _____
Parent/Student Interviews _____ |
|--|---|

D. Eligibility Criteria:

- The student has a mental or physical impairment (specify the nature of the impairment):¹ _____
- The impairment *substantially limits* one or more of the following major life activities (check all that apply):

- | | | | |
|----------|-------------------------|--------------------------------------|---------------|
| seeing | hearing | caring for oneself | breathing |
| walking | learning | working | eating |
| sleeping | standing | lifting | bending |
| reading | concentrating | thinking | communicating |
| speaking | performing manual tasks | operation of a major bodily function | other: |
| sitting | reaching | interacting with others | |

The term “substantially limits” means that the student is
 (a) UNABLE to perform a major life activity that the average person in the general population can perform; or

¹ The 504 Team does not itself diagnose the student

(b) SUBSTANTIALLY RESTRICTED as to the condition, manner or duration under which a particular life activity is performed when compared to most students in the general population at that age or grade level (*compared to national norms*).

E. Eligibility Determination:

The student does NOT have a physical or mental impairment and/or any identified impairment does not substantially limit a major life activity. Therefore, the student is NOT eligible for a Section 504 plan. The parent must be provided with a copy of procedural safeguards.

The student DOES HAVE a physical or mental impairment that substantially limits a major life activity.

The student requires accommodations/related aids or services in a 504 plan.

The student does not require accommodations/related aids or services in a 504 plan at this time.

Recall that students with a past “record” of a disability may occasionally need an accommodation such as time away from school for a check up on their former condition.