

SAU 24

SECTION 504 ELIGIBILITY DETERMINATION FORM [Short Form]

Student's Name: _____ DOB: _____ Age: _____
 School: _____ Grade: _____
 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:		
	<input type="checkbox"/> Child	<input type="checkbox"/> Meaning of Evaluation Data	<input type="checkbox"/> Accommodations/Placement Options
	<input type="checkbox"/> Child	<input type="checkbox"/> Meaning of Evaluation Data	<input type="checkbox"/> Accommodations/Placement Options
	<input type="checkbox"/> Child	<input type="checkbox"/> Meaning of Evaluation Data	<input type="checkbox"/> Accommodations/Placement Options
	<input type="checkbox"/> Child	<input type="checkbox"/> Meaning of Evaluation Data	<input type="checkbox"/> Accommodations/Placement Options

C. Sources of Evaluation Information:

- School records review _____
- Grades and report card review _____
- Parent and/or student report _____
- Response to intervention _____
- Medical/health information _____
- Standardized testing _____
- Other: _____
- Observations of student _____
- Teacher reports _____
- Checklists, rating scales _____
- Functional Behavioral Assessment (FBA) _____
- Nursing Assessment _____
- Parent/student interviews _____

D. Eligibility Criteria:

1. The student has a mental or physical impairment (specify the nature of the impairment):¹

and

2. The impairment substantially limits one or more of the following major life activities (check all that apply):

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

¹ The 504 Team does not itself diagnose the student

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

(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 Determinations:

- 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.