FLOW CHART OF PROCEDURES FOR DISABLED STUDENTS AND THOSE WITH MEDICAL CONDITIONS AND SPECIFIC LEARNING DIFFERENCES

Student discloses disability / medical condition/SpLD

Disability team sends info pack to all disabled applicants

Welcome pack sent to disabled applicants with UF offers

Disability Team receives evidence from student

Disability Adviser considers evidence, discusses with student & School, as appropriate, and agrees provisions

Disability Adviser informs School of recommended support, via School Disability Co-ordinator

Schools/Registry make arrangements for agreed provisions in lectures and examinations

Regular discussions between Disability Adviser and appropriate staff across the University

General admissions information encourages disclosure and offers confidential discussion with the Disability Adviser

Info pack contains letter from Disability Adviser, with guidance on what support can be provided and how to access that support.

Welcome pack contains letter from Disability Team, Disability Booklet, Information sheet for students with SpLD, Library factsheet, list of school disability co-ordinators, DSA information sheet and relevant forms

Evidence can be submitted at any time in the process and normally consists of a letter from the student’s GP/consultant or an educational psychologist’s report

This step is critical as it is where the provisions are negotiated and agreed. It has a big impact on the quality of the University experience for the individual student

Disability Adviser keeps contact with student, monitors suitability of provisions, assists with Disabled Students’ Allowance application etc.