Introduction

The Student Advice & Support Team provides confidential advice, information and practical study-related support to prospective and current students who have sensory and physical impairments, mental health conditions, long-term health conditions, Attention Deficit Hyperactivity Disorder (ADHD)/Attention Deficit Disorder (ADD), Dyslexia and other specific learning differences (SpLD) and students who have an Autism Spectrum Condition (ASC). We are available to assist undergraduate, postgraduate, full time, part time and online distance learners.

Students applying through UCAS (Universities and Colleges Admissions Service) will be able to indicate their disability on their application form.

If you have a disability and you would like to access study-related support at University, we strongly encourage you to complete our online contact form to let us know about your support needs. We advise that you contact us as soon as possible to ensure that your support can be implemented in a timely manner. If you are unsure whether you are eligible for support, please contact us.

Evidence

Students must provide us with supporting documents to confirm their disability or specific learning difference.

All evidence must be provided in English. If translation is required, it is your responsibility to arrange this with an accredited professional translation service.

If you are disabled or have a long-term health condition, you will need to provide evidence from a qualified medical professional, such as:

- GP
- Consultant
- Specialist or Psychiatric Nurse
- Occupational Therapist
- Physiotherapist
- Audiologist
- Hospital Consultant

The evidence should identify:

- The name of the impairment or health condition
- When the impairment or health condition was diagnosed/identified
- How long the impairment/health condition is likely to last
- The main effects of the condition, eg mobility impairment, short term concentration ability
- Any side effects of medication or treatment
- The impact that the impairment or health condition has on your ability to engage in study activities

If you have a specific learning difference (SpLD), e.g. dyslexia, dyscalculia, dyspraxia, we will accept pre- or post-16 evidence in the form of a report that confirms you have a SpLD from one of the following:

- An Educational Psychologist

- An educational professional or specialised teacher who holds a current practising certificate in assessing specific learning differences issued by their relevant professional association e.g. the Professional Association of Teachers of Students with Specific Learning Difficulties (PATOSS)

- An educational professional or specialised teacher who holds a current qualification that allows Associate Membership of the British Dyslexia Accusation (AMBDA)

If you need advice about obtaining evidence of your dyslexia or SpLD, please contact us as we may be able to assist you to obtain an evaluation.

Support We Can Implement

After discussing your needs with you, the Student Support Advisers can put together a list of the adjustments agreed to support you in your studies. We call these your provisions and, with your permission, we will communicate this information to the relevant staff at the University. Some examples of adjustments are:

- Lecture outlines and PowerPoint slides for lectures in advance and in alternative formats

- Prioritised reading lists

- Extra time in exams

- Use of a computer and assistive software in exams

- Reader/scribe in exams

- A smaller exam venue with fewer other candidates

- No penalties for poor spelling or grammar for exams and coursework assignments

- Agreed extensions to deadlines for coursework assignments

- Non-Medical Support workers, such as note-takers, to ensure that you have an accurate record of what is covered in lectures or to assist in practical sessions such as labs to support the completion of tasks.

The provision of Assistive Technology (AT) such as digital recorders to audio record lecture sessions.

For further details about how provisions work, please see our provisions guide.

Some of our students require personal care and assistance with daily living, like assistance with cooking, shopping, bathing, and dressing. This support is not available through the University; if you require this support, we advise that you get in touch with your local Social Services department to discuss your support requirements.

If you require medical equipment such as the provision of a wheelchair, this isn't something that the University can provide. If you require this provision, we advise that you contact your GP/medical practitioner to discuss your requirements.

Disabled Students' Allowance (DSA)

Disabled Students' Allowance (DSA) is designed to cover disability-related costs that you may incur in your studies. It is not means tested and is available from UK funding bodies if you ordinarily reside in the UK. DSA is available if you study on full-time undergraduate and some part-time, distance learning and postgraduate programmes. DSA is in addition to the standard student finance package that you may receive.

DSA can provide funding towards:

- Specialist Equipment like assistive software, hardware and ergonomic equipment
- Non-medical Personal Help like specialist study skills support and mentoring
- General disability-related expenses like funding towards additional printing and photocopy costs
- Funding towards additional disability-related support

You can apply for DSA before or after you have started studying with us. We suggest that you apply as early as possible so that your support can be in place for the start of the academic year. The application process differs depending on the funding body. We can provide information, advice and support with the DSA application process. Please contact us to discuss this.

If you are a full-time student, please ensure you have already applied to your funding body for your main student funding, such as student loan and/or tuition fees, before beginning your application for DSA

Our DSA Factsheet provides more information about this process.

Specific Learning Differences Screening

If you think that you may have a specific learning difference (SpLD) such as dyslexia, dysgraphia, dyspraxia and/or dyscalculia, an Autism Spectrum Condition (ASC), and/or Attention Deficit Disorder (ADD) or Attention Deficit Hyperactivity Disorder (ADHD), we may be able to offer you a screening appointment. During the appointment, you will be asked some questions about your experience of areas such as reading, writing and memory. Your answers will give us an indication of whether you are exhibiting indicators of a SpLD, ASC and/or ADD/ADHD, and, if you do, you may be given the opportunity of a referral to an Educational Psychologist for a full assessment. The purpose of a screening and referral to the Educational Psychologist is to inform the implementation of study-related support for your current programme of studies. Students contacting the team in their final year should be mindful that the support available may be limited, depending on the timing of the contact, and whether support can be offered at the advanced stage of study; support cannot be retrospectively implemented. We therefore encourage students to contact us as early as possible during their studies.

To request a screening appointment, please complete our online contact form.

Support with Accessing the Campus

If you require assistance to access the campus and University buildings, the Student Advice & Support Team can help with:

- Arranging non-medical support worker assistance

- Liaising with University Departments to arrange accessible teaching and exam venues

- Referral for University disabled parking permits for non-Blue badge holders

- Development of a Personal Emergency Evacuation Plan if you will need assistance with evacuation in the event of an emergency

- SafeZone is a free app for students which connects you to the University security team if you ever need urgent help, first aid or if you have an emergency whilst on campus.

- AccessAble provides detailed information on the accessibility for University buildings on the Kings College Campus, the Foresterhill Campus, and the Halls of Residence.