



## DISCLOSURE

### What do I need to share?

9. There is no statutory duty for students to disclose a disability. We recognise that disclosure can be difficult and so the University aims to create an environment where staff and students feel supported and confident in discussing their individual needs.

10. Disclosing any additional needs will enable the University to advise you of relevant support and to create an individual support plan that will facilitate full participation in your studies. Non-disclosure may limit the support available to you and prevent the University from fulfilling its statutory duty to make reasonable adjustments.

11. We encourage applicants and students to disclose a disability or medical condition diagnosis and provide information about the way in which a disability or medical condition may affect you on a day-to-day basis.

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28. If you are applying for courses at our partner sites please contact the relevant disability officer.

29. If you do not wish to declare a disability on your application form but would like an informal discussion about your needs please contact your disability adviser [contact us](#) at any time.

### **Why are you asking for details of my disability?**

30. We ask for this information so we can assess what support you may require and then, with your consent, disability staff will liaise with the respective academic departments and professional services to ensure the necessary support arrangements are put in place at the start of your studies.

31. You may also be eligible for funding which Allowances (DSA), and fund a range of support measures, for example: specialist equipment, assistive technologies or non-medical help.

- English students (including those on NHS learning support fund) should apply for DSA through [Student Finance England](#)
- Northern Irish students: [Student Finance NI](#).
- Scottish students: [Students Awards Agency for Scotland \(SAAS\)](#)
- Welsh students: [Student Finance Wales](#)
- NHS bursary funded students should apply via [NHS bursaries](#)

32. DSA application forms can be accessed via the relevant website. Please also note that DSA applications can be made once university offers are received and prior to confirming your firm choice institution. This can later be amended to document your chosen university once you have accepted your offer.

### **Apply for DSAs**

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disability that affects your ability to study, such as a:

- specific learning difficulty, for example dyslexia or ADHD
- mental health condition, for example anxiety or depression
- physical disability, for example if you have to use crutches, a wheelchair or a special keyboard
- impairment
- long-term health condition, for example cancer, chronic heart disease or HIV



39. If you are experiencing a temporary injury or ill-health, it may also be possible to receive temporary adjustments to support your learning. Please discuss this with your Personal Academic Coach (PAC) or Disability Adviser.

### **Arranging support**

40. To make an appointment to discuss support please contact your [local disability adviser](#) throughout your studies.

46. A full diagnostic assessment meets the relevant professional standards and can provide a diagnosis of a SpLD, if applicable. A full diagnostic assessment is normally required as evidence . The University subsidises the cost of these assessments, but asks for a £100 contribution towards the total cost of a full diagnostic assessment.

47. If you are a student at another campus, please speak to your disability adviser about arrangements for screening and assessment.

## **Funding**

48. Some students with a disability will be eligible to apply for specialist support and equipment via DSAs. Applications can be made any time throughout your studies, as long as you have at least three months left on your course.

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59. The University does not provide personal care or medical assistance that you may need as part of your day-to-day care. Please contact your local authority to discuss appropriate support arrangements.

## **PARENTS, GUARDIANS AND CARERS**

60. UK law (the General Data Protection Regulation) and University policy prohibit the to give any information about a student currently studying at the University to a third party. This includes parents, other family members, friends etc. (All Universities in the UK follow similar guidelines and are bound by the same legislation.)

61. This means that if you make contact with any member of the University and ask about your daughter or son, staff will not be able to divulge any details concerning their academic progress, their wellbeing, their attendance etc. For this reason, we encourage parents and students to keep in regular contact with each other.

62. We realise that this can sometimes be frustrating, but hope you appreciate the reasons for this.

63. In general, students are expected to act on their own behalf when dealing with offices and departments within the University, and when requesting services. Parents will not normally be allowed to make requests, or otherwise act on behalf of their daughter/son.

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## PLACEMENTS

### **Where can I get support?**

67. Disability Advisers can offer advice and information about support during your placement; however, they may not have specialist knowledge of the placement environment. We advise you use your reasonable adjustments to facilitate a conversation with your course team and placement supervisor / mentors to explore how reasonable adjustments apply in a working or placement environment. Advisors can support these conversations if needed.

68. Part of the Disabled Students Allowances (DSAs) process requires applicants to meet with an independent Needs Assessor who will talk to you about all aspects of your course including a placement, where it is a mandatory part of your programme of study. The purpose of this will be identify where funding can support in both the learning and placement environments. For more

## INTERNATIONAL STUDENTS

73. All information about University procedures regarding reasonable adjustments and support equally applies to our international students. Please discuss any requirements with your disability adviser.

### **Scholarships and financial support**

74. There are a number of UK scholarships and financial support schemes for international students with disabilities and special educational needs. These schemes may be run by UK or international governments, charities or businesses or by the UK universities, colleges and schools themselves.

75. You can find out more about scholarships and financial support generally [here](#).

### **Disabled Students Allowances (DSAs)**

76. Some international Higher Education students in England may be entitled to the [Disabled Students' Allowance](#). Please check the eligibility criteria for the respective funding body.

## FEEDBACK OR COMPLAINTS

80. If you have a formal complaint this can be made by submitting Student Complaints form as referred to in the Student Complaints Procedure. More information can be found through our [Office for Student Appeal, Complaints and Conduct](#) (OSACC).

81. There are staff available to advise and support those who feel that they are being discriminated against because of a disability. In addition to your advisers, you can speak to your Personal Academic Coach / Course Team and Conduct (OSACC). [Email: [OSACC@uos.ac.uk](mailto:OSACC@uos.ac.uk) Tel: 01473 338506]