

A guide to the service

# Disability Services



## What do we do?

We work with students and applicants who have long-term conditions or disabilities which have a significant impact on day-to-day life. This includes people who have:

- Specific learning difficulties such as dyslexia, dyspraxia or AD(H)D.
- On-going mental health difficulties such as depression or anxiety.
- Autistic spectrum conditions or social communication difficulties.
- Long term medical conditions such as diabetes, epilepsy, HIV, cancer, chronic heart disease.
- Mobility or physical difficulties.
- Serious visual impairments or who are blind.
- Hearing impairments, significant hearing loss or who are D/deaf.

## What evidence is required?

You will need to provide evidence from your GP, medical practitioner, mental health practitioner or educational psychologist. The evidence should confirm your diagnosis, the length of time you have been or are likely to be affected and a brief description of the day-to-day impact of the disability. You can share information with the University about a disability or condition at any time before or during your studies. We encourage you to share the information as soon as possible so the support can be put in place at the earliest opportunity.

## Register with Disability Services

Registering with the service enables you to manage the permission to share information about your disability. It also gives us the chance to find out a little more about your needs. You can register before you start your course or at any time during your studies.

## **Personal Learning Support Plan - letting staff know your requirements**

The Disability Service will produce a Personal Learning Support Plan (PLSP). This document outlines the recommendations for support and adjustments which staff at the University need to be aware of to ensure your course is accessible. Your PLSP can be reviewed and amended at any time during your studies.

## **Disabled Students' Allowance (DSA)**

Some students may be eligible to apply for DSA. This is a non-means tested allowance that may cover costs you incur as a direct result of a disability. This may include the cost of:

- Specialist equipment or assistive software.
- Support workers (such as a specialist study skills tutor or mentor).
- Travel allowance.

The allowance is administered by the funding body responsible for your student finance. Unlike the student loan, you are not asked to pay back any funding you receive through DSA. Your Disability Adviser can assist you with the process of applying for DSA and progressing your application or in identifying alternative equivalent support if you are not eligible for DSA.

## **Learning Support Service**

Disability Services operate an in-house Learning Support Service. When it has been identified that a student requires a support worker, we will make the appropriate arrangements. The support workers are there to ensure that you can fully engage with your studies. This may include a specialist mentor, a specialist study skills tutor, a note taker, campus support or library support.

## Library Disability Support Adviser

The Library Disability Support Adviser can let you know about the range of support and resources in the Library and the adjustments that can be made. These will depend on your disability, but may include:

- An individual or small group induction.
- Extended borrowing time.
- Arrangement for texts in an alternative format.
- Support to retrieve items from the shelves.



Scan the QR code to find out more about Library Disability Support, or visit: [hud.ac/kwl](http://hud.ac/kwl)

## HudStudy: Assistive Technology Support

HudStudy provides software and training which can help make your learning and studying more effective, for example:

- Reading and Writing – read the screen out loud or type with your voice.
- Planning and organisation – managing tasks and minimising distractions.
- Mind Mapping – summarise lectures or plan assignments.
- Assistive technologies - make the screen easier to read or add subtitles.
- One to one HudStudy appointments give us time to look at your needs and select the best software and features to support you.



Scan the QR code to find out more about HudStudy, or visit: [hud.ac/hudstudy](http://hud.ac/hudstudy)



Contact Disability Services  
Phone: 01484 471001  
Email: [disability@hud.ac.uk](mailto:disability@hud.ac.uk)  
Web: Scan the QR code or visit [hud.ac/disability](http://hud.ac/disability)