

UCLan Support for Blind students and students with Visual Impairments

Student Services staff are passionate about making UCLan a great place to study for all of our students. We know from experience that students sometimes benefit from a little extra support, therefore we encourage you to talk to us about this as early as possible. Once you do this, we can provide you with access to a wide range of support that will enable you to make the most of your time at university. This will not affect your grades and we will not pass on this information to future employers. We simply want to help you reach your full potential.

Reasonable Adjustments

The University can consider making provision or changing the way we do things to make sure that you have access to the same opportunities as everyone else. Each case is different, but might include some, or all of the following:-

- Providing electronic or Brailled texts
- Providing altered font sizes or electronic copies of material
- Providing lecture slides / handouts online in advance
- Providing reading lists online in advance
- Recording teaching sessions or allowing you to record them
- Providing Library support
- Providing Mobility support
- Providing support with practical sessions, field trips and placements
- Implementing non-medical help such as Specialist Note Taking and accessible software training
- Providing digital voice recorder equipment loans
- Providing accessible software on the University network such as Jaws and Magic
- Marking assessments in accordance with visual impairment marking guidelines
- Providing altered font sizes for question and answer booklets in exams
- Providing extra time and the use of a PC and assistive software in exams
- Providing a reader and/or scribe in exams
- Allocating you to specific accommodation on campus
- Providing spending pens for assistance dogs
- Providing specialist Careers support



WELLBEING

Email: inclusivesupport@uclan.ac.uk Phone: 01772 892593
Web: www.uclan.ac.uk/wellbeing

General University sources of support:

- **WISER** – study skills support
- **The <i>** Student Information Centre for any queries about university life
- **Time to talk drop in sessions** if you just need a chat
- **Mental Health & Wellbeing Advisers** are available to provide confidential, one to one advice and guidance on any issue affecting your wellbeing,
- **Student Financial Support Team** - providing information and guidance on financial matters throughout your life at UCLan.

How can I tell Student Services about my needs?

Any of the following:-

- On your UCAS application
- When you enrol
- By contacting the team directly at inclusivesupport@uclan.ac.uk or on 01772 892593
- By contacting to any member of teaching staff
- By contacting to your Course Administration Service - **Support Hub**
- Using **Starfish**, the student communication and engagement system
- By contacting staff at **The <i>**, the Student Information Centre

What happens then?

- We will send you a questionnaire to help us understand your needs
- If you already have evidence of your disability, please let us have a copy so that we can arrange your support. Evidence might be from a [consultant or GP](#) and can also be used in your application for Disabled Students' Allowance (DSA).
- If you do not yet have evidence, please contact us, so that we can explain [how to get it](#).
- Once we have received your questionnaire and evidence we will contact you to arrange your support.

As part of the process of arranging your support, you can tell us who you want us to share this information with, so that we can put you in touch with other university services that can help you make the most of your time at university.



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Disabled Students Allowance (DSA) Funding

Disabled Students' Allowance (DSA) is a grant that helps to pay for extra equipment and support such as one to one support tutors, specialist equipment, software and the cost of extra travel. It is not means tested and does not affect benefit entitlement. It is also important to note that applying for DSA does not in any way affect your chances of gaining a place at university.

Applying for DSA:

For more information and application forms visit: www.gov.uk/disabled-studentsallowances-dsas/furtherinformation and www.gov.uk/disabled-students-allowancesdsas

Students studying a course funded by the NHS can find further information on how to apply at www.nhsbsa.nhs.uk/students.aspx

Students funded by a Research Council, should contact us as soon as possible.

Video resources produced by Student Finance England

- <https://www.youtube.com/watch?v=TKpzh7xtGE4&list=PL4wogSHG9Pv-aJvkJzbRUDfSsuypuZTzW>
- <https://www.youtube.com/watch?v=who8ytQRA-4>
- <https://www.youtube.com/watch?v=xgTICnmcoWU>
- https://www.youtube.com/watch?v=WcY7_VXoHmQ

If you require this information in another format or have any further queries then please contact us: Tel: 01772 892593, Email: inclusivesupport@uclan.ac.uk



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