



# DESTINATION ULSTER

[ulster.ac.uk/open-days](https://ulster.ac.uk/open-days)





# Student Wellbeing

Here for you throughout your time at  
Ulster University

[www.ulster.ac.uk/wellbeing](http://www.ulster.ac.uk/wellbeing)



# **Disability and Additional Study Needs Information Session**

**29<sup>th</sup> April 2023**

# The aim of today

An opportunity for you to meet Student Wellbeing staff and to find out how we can support you through your time at university.

You will hear information about how to access the most appropriate support to meet your needs.

There will be an opportunity to ask questions at the end of the presentation.

# What you need to do

## **Tell us about your additional study needs:**

You already have, what now? You haven't yet, what now?

## **Engage with us:**

Gathering medical evidence, your AccessAbility appointment

## **Apply:**

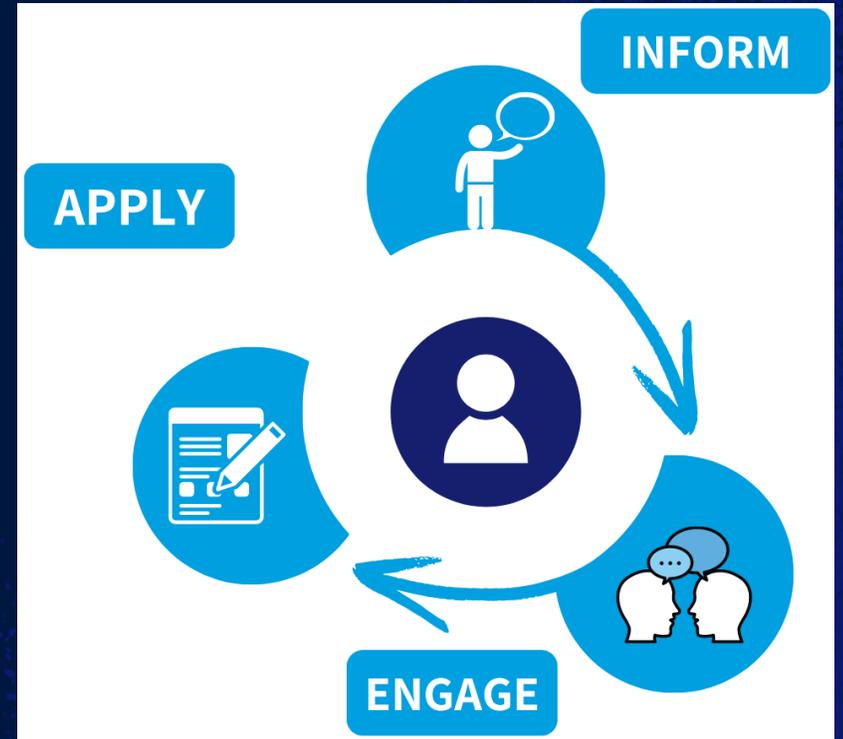
How to apply for any funded disability support available?

Eg: Disabled Students' Allowance (DSA) or HEA (ROI students)

# Disability & additional study needs

If you have a disability or additional study need, including dyslexia, ASD or a mental health condition you should:

- **Inform us** directly, if you have not already done so on your UCAS form.
- **Engage** with the Student Wellbeing team and check your emails.
- **Apply** for your funded support option



# There is no stigma to support at Ulster

Student Wellbeing currently supports over 2,700 students with a broad range of disabilities and additional study needs at UU, so you are not alone.

Telling us about your additional study needs is important. It gives us the best opportunity to help you to get your support in place right from the start of your course.

**If in doubt, contact us at Student Wellbeing**



# Letting us know about what you need

What happens next if you have already told us about your disability through UCAS?

1. Complete the online Additional Study Needs (ASN) form sent to your email address
2. Upload medical evidence with the form
3. Keep checking your emails regularly
4. Student Wellbeing will contact you via email or telephone to book an appointment with an AccessAbility Adviser.
5. If you don't hear from us, please contact us to alert us

# Letting us know about what you need

If you haven't told us about your disability yet you need to:

1. Contact us in Student Wellbeing to tell us about your needs
2. We will send you an email with a link to an online Additional Study Needs (ASN) form.
3. Complete this electronic form and upload medical evidence with the form
4. Check your emails regularly
5. Student Wellbeing will contact you (via email or telephone) to book an appointment with an AccessAbility Adviser

# Evidence Required

**Disability or long term medical conditions:** Letter from your GP or other qualified specialist outlining your condition, and the likely effect on your studies.

**Mental Health conditions:** a letter from your GP / Community Mental Health team professional/ medical professional outlining condition and the likely effect on your studies.

**Specific Learning Difficulties:** a diagnostic report from a Chartered/ Educational Psychologist or a specialist teacher holding an SpLD assessment practicing certificate.

<https://www.ulster.ac.uk/wellbeing/disability/accessability/medical-evidence>

# AccessAbility Advisers

Your campus AccessAbility Adviser will provide advice and information on:

- internal reasonable adjustments
- funded support

Your Accessibility Adviser will continue to be there for you throughout your time at university.

# What Internal support you can get

- Lectures
- Exams
- Accommodation
- Library
- Study
- Accessibility
- Communication
- Information and advice on other Student Wellbeing services

# Funded Support Disabled Students' Allowance (DSA)

DSA is a fund for disabled students that can be used to pay for additional study-related costs incurred as a direct result of your disability.

Anyone who has a disability or mental health condition which has a substantial and long-term adverse effect on their day-to-day activities can apply. Students with a diagnosed specific learning difficulty are also eligible.

DSA is available to students from NI, England, Scotland, Wales and Isle of Man. If you do not fall under this category, please contact us.

# What funded support you can get

You may be eligible for:

- Support Provider help; such as Dyslexia coach, mental health or ASD mentor or notetaker
- Specialist Equipment
- Assistive Technology
- Travel Allowance
- General Allowance

# When should I apply for DSA?

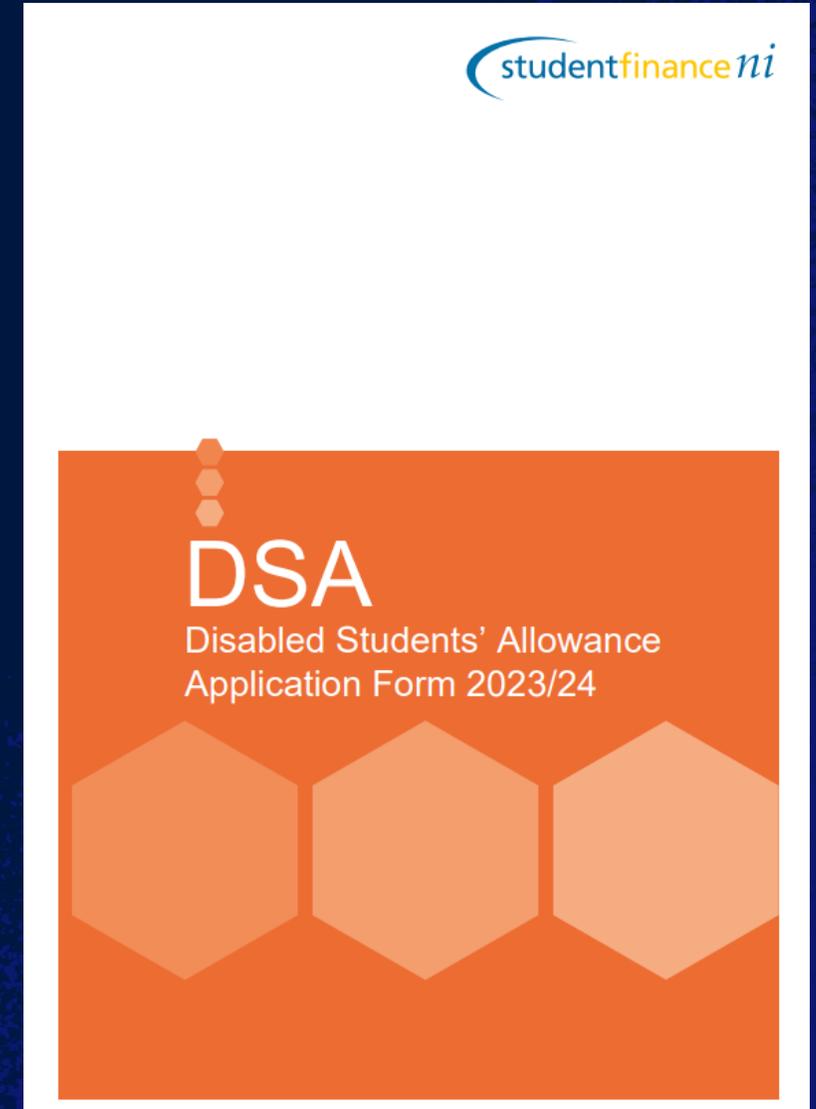
Apply now so that we can ensure you have the right support in place for when you start your course.

There is no deadline for applying, however it can take up to 12 weeks for your support to be secured.

# How can I apply?

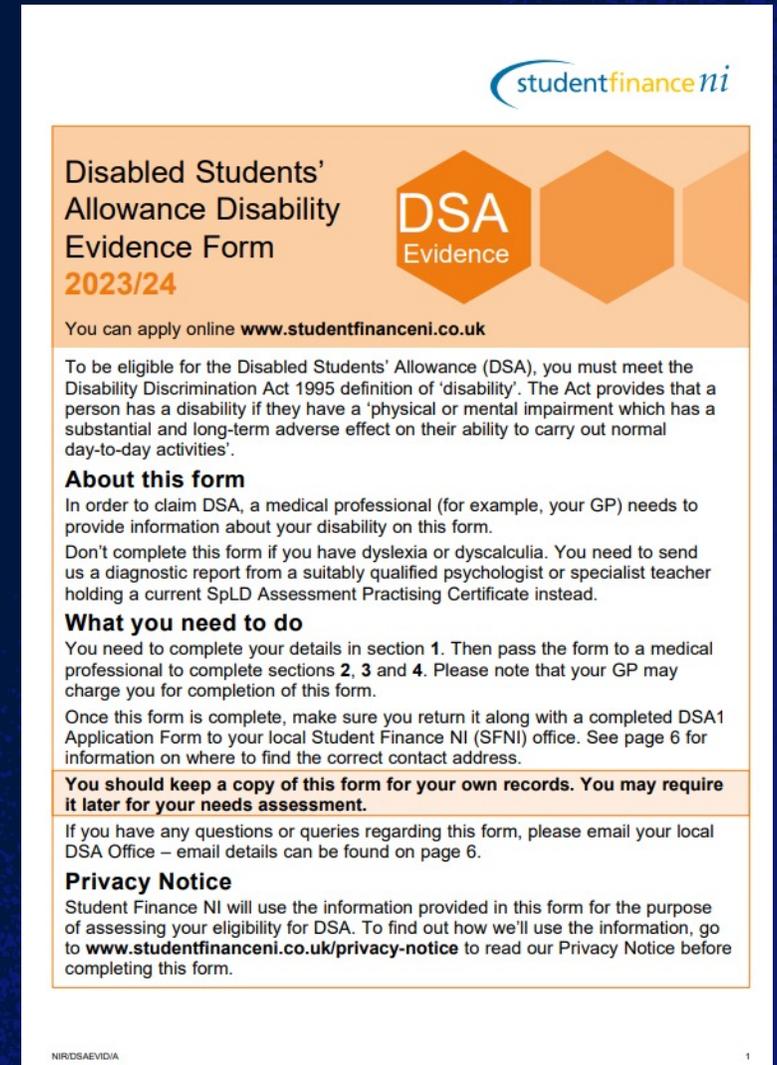
You will find an application form at  
Student Finance NI

This form should be completed and  
returned to your Education Authority  
with your medical evidence attached.



# Medical Evidence Form

- If you are struggling to obtain evidence (excluding those with SpLDs), there is a medical evidence document available at Student Finance NI.
- You can take this form to your GP.



studentfinance*ni*

Disabled Students' Allowance Disability Evidence Form  
2023/24

**DSA Evidence**

You can apply online [www.studentfinancenl.co.uk](http://www.studentfinancenl.co.uk)

To be eligible for the Disabled Students' Allowance (DSA), you must meet the Disability Discrimination Act 1995 definition of 'disability'. The Act provides that a person has a disability if they have a 'physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities'.

**About this form**

In order to claim DSA, a medical professional (for example, your GP) needs to provide information about your disability on this form.

Don't complete this form if you have dyslexia or dyscalculia. You need to send us a diagnostic report from a suitably qualified psychologist or specialist teacher holding a current SpLD Assessment Practising Certificate instead.

**What you need to do**

You need to complete your details in section 1. Then pass the form to a medical professional to complete sections 2, 3 and 4. Please note that your GP may charge you for completion of this form.

Once this form is complete, make sure you return it along with a completed DSA1 Application Form to your local Student Finance NI (SFNI) office. See page 6 for information on where to find the correct contact address.

**You should keep a copy of this form for your own records. You may require it later for your needs assessment.**

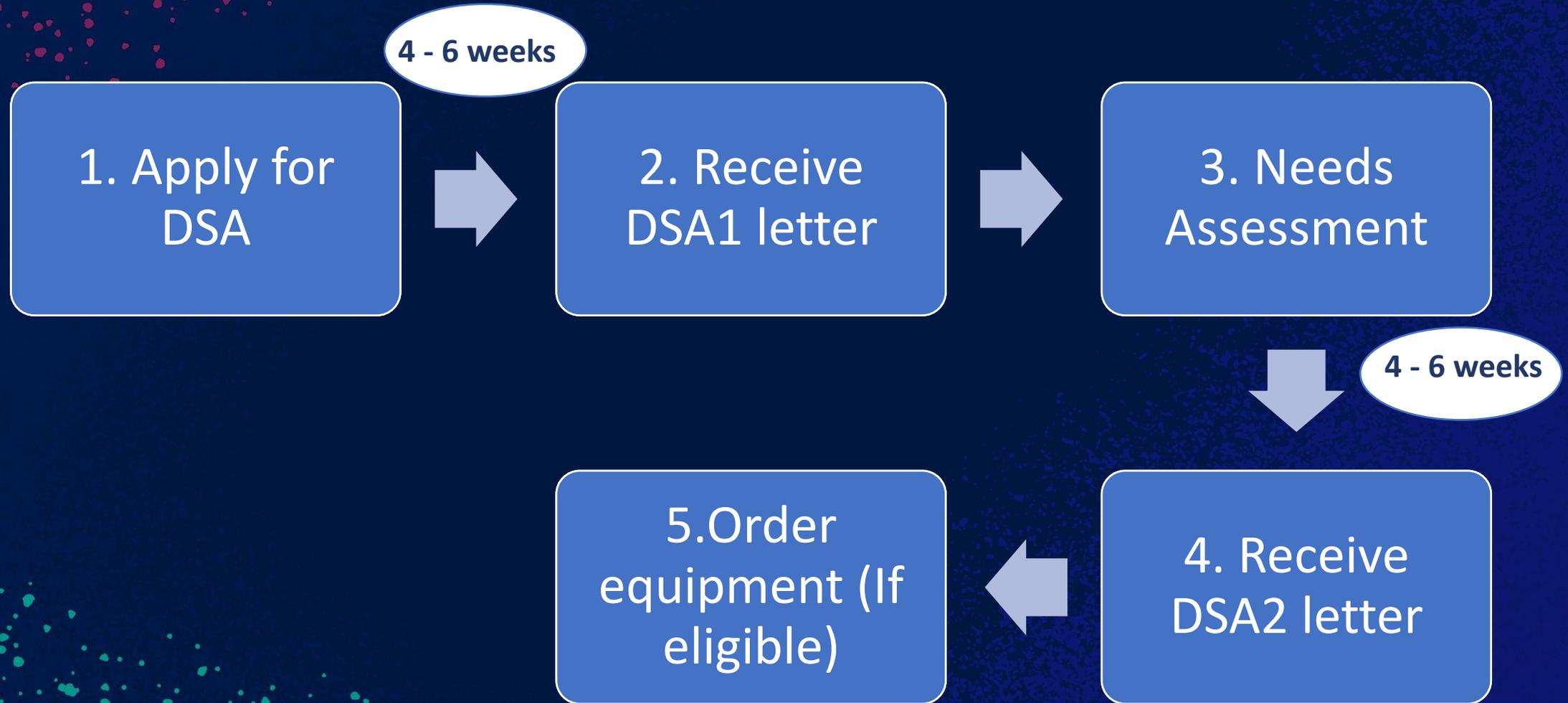
If you have any questions or queries regarding this form, please email your local DSA Office – email details can be found on page 6.

**Privacy Notice**

Student Finance NI will use the information provided in this form for the purpose of assessing your eligibility for DSA. To find out how we'll use the information, go to [www.studentfinancenl.co.uk/privacy-notice](http://www.studentfinancenl.co.uk/privacy-notice) to read our Privacy Notice before completing this form.

NIR/DSA/EVIDIA 1

# DSA Process



# Needs Assessment

- Receive DSA1 letter
- The Needs Assessment Centre in the university will contact you to organise a Needs Assessment Appointment within a few weeks of the DSA1 being received. The Needs Assessment Appointment is separate to your meeting with the AccessAbility Adviser.
- The Needs Assessor will make their recommendations for funded support and this report is sent to the Education Authority.
- Receive DSA2 letter which confirms your funding and the name of the supplier for you to order your equipment.
- The Support Register will be in contact with you to provide the contact details of mentors/coaches.

# Applying for accommodation at Ulster University

- Key information for prospective students
- Priority Rooms
- Medical Registration

<https://www.ulster.ac.uk/accommodation>

<https://www.ulster.ac.uk/accommodation/need-to-know/before-you-move-in>

# Other support you can get from Student Wellbeing

- Settling into your new course
- Managing your time
- Managing stress
- Dealing with personal issues
- Supporting your mental health & wellbeing
- Learning how to budget and manage your money

# Contact us

**No worry is too small for  
Student Wellbeing**

We will be here for you  
throughout your time at Ulster  
University.

**Never be afraid to ask for  
help.**

**On campus:**

Belfast            Block BC Level 2

Coleraine        E023

Magee            MG108G

**On the phone & online**

**T:** 028 9536 7000

**E:** [studentwellbeing@ulster.ac.uk](mailto:studentwellbeing@ulster.ac.uk)

**W:** [ulster.ac.uk/wellbeing](http://ulster.ac.uk/wellbeing)



# Any Questions

Ulster University Student Wellbeing

[www.ulster.ac.uk/wellbeing](http://www.ulster.ac.uk/wellbeing)