



Student Charter: Studying with a handicap

General

Statutory definition of 'handicap'

According to the relevant legislation, a handicap is a *functional limitation* or *chronic disease* which structurally hampers the student in participating in education and/ or taking interim examinations. Students who think they qualify for one of the following regulations can contact the Student Counselling Service.

Students with RSI/CANS, dyslexia

Students suffering from RSI/CANS (Repetitive Strain Injury/ Complaints of Arms, Neck and/or Shoulders) can contact the student counsellor. If necessary, the student counsellor will refer to the student physician. From the counsellor and student physician, students can obtain specific advice and supervision, especially concerning the purchase of personal study aids (such as a mouse pen, speech recognition software or notebook computer).

Counselling and supervision

Students with a handicap have the right to specialised supervision by the student counsellors and the study advisers.

The *student counsellors* provide information about all the regulations and help with their implementation. They can arrange certain adjustments in education and that some special materials are supplied. Students may obtain a so called 'lecturer's letter' which mentions the facilities the student is entitled to because of his handicap, for example 25% extra time for taking an interim examination because of dyslexia.

Study advisers can help students by modification of scheduling, and information to lecturers.

Housing

Students with a handicap may ask *Idealis* for urgency for housing. *Idealis* may ask for written evidence of the treating medical specialist.

Study financing

Students who face study delay because of their handicap, may -under certain conditions- apply at DUO for a 'provision performance grant', like one extra year of study financing.

For more information, check the DUO website: www.ib-groep.nl/particulieren. To be able to use the provision, the student must contact a student counsellor.

For information about *Wajong* (Wet werk en arbeidsondersteuning jonggehandicapten, only in Dutch): http://www.rijksoverheid.nl/onderwerpen/wajong?ns_campaign=Thema-subsidies_uitkeringen_en_toeslagen&ro_adgrp=Wajong&ns_mchannel=sea&ns_source=google&ns_linkname=%2Bwajong&ns_fee=0.00&gclid=CJnardH36rcCFWXKtAod01sAlw

Handicap and the Student Financial Support Regulation (FOS regulation, Profiling Fund)

Students who are granted a statutory extension of the study financing period (see above), but incur more study delay due to their disablement, may qualify for additional financial assistance under the Student Financial Support Regulation.

Participating in education and taking interim examinations

Based on the Equal Treatment Act, a student with a handicap can request special facilities that are required to participate in education and to take interim examinations. In article 57 of the Education and Examination Regulations is stated that Examining Boards must offer students with a handicap a reasonable opportunity to take interim examinations that are adapted as much as possible to their circumstances. Students who require special facilities in order to participate in education or to take interim examinations are advised to contact one of the student counsellors well ahead.

A student with a handicap may make an application in writing to the Examining Board of his study programme for the facilities he considers to be necessary to be able to join education and/ or take interim examinations. The examining boards have mandated the student counsellors to decide on behalf of the examining boards about the provision of standard facilities for specific handicaps like AD(H)D, ASS, RSI and dyslexia.

The Examining Board is to decide on the recommendation within four weeks. If the Examining Board agrees, the student counsellor will issue a letter with the adaptations on behalf of the Examining Board. Subsequently, the student can arrange the approved adaptations with the examiner or other officials involved.

Possible adaptations may not affect the quality or level of (a part of) the study programme.

Adaptations to the education can include changes to:

- the content (e.g. offering equivalent alternative material),
- the study material (e.g. more accessible study material),
- the form (e.g. waiver of compulsory attendance),
- the period of time (e.g. granting waiver of entry requirements, extension of time allowance for the completion of a component).

Adaptations to the method of examination can include changes to:

- the form (e.g. replacing a written test by an oral test or vice versa, examining the study material in the shape of sub-exams),
- the period of time (e.g. extra time during interim examinations, greater spread of interim examinations over the examination period),
- the time at which an interim examination is scheduled: handicapped students should not be hampered by e.g. scheduling interim examinations in the evening hours,
- aids which may be allowed during the test (e.g. specific hardware or software, large font size),
- the location (sitting the interim examination in a separate low-stimulus room).

A facility to help successful participation in education can include:

- availability of specially adapted furniture in examination and education areas,
- availability of special equipment (e.g. enlarging or braille equipment for blind or visually impaired students, induction loop systems and solo equipment for deaf or hearing impaired students),
- availability of special computer facilities (e.g. speech recognition or speech synthesis software),
- availability of a rest area.

If it has been determined that the student, due to a handicap despite adaptations and extra facilities, is not able to complete the programme in the official duration, the faculty has undertaken to enable the student to complete the study programme and the time allowance is no more than twice the official length.

Purchase of technical study aids

The costs of aids to allow students with a handicap to participate in education will often be reimbursed via the private health insurance or the Reintegration Act (REA - Wet op de (RE)integratie Arbeidsgehandicapten). The UWV (Employees Insurance

Administration Office, www.uwv.nl) is responsible for implementing this procedure, also for students. If a request is not granted, specialised private foundations can be approached. The foundations may be found on the website of Foundation 'handicap en studie'. (www.handicap-studie.nl). In case the costs of aids are not covered by insurance, UWV or private foundations, the university may support students by lending technical aids.

Objections and appeals

For complaints about decisions, the Legal Affairs Office of the University offers a complaint procedure.