

<b>Date update provided:-</b>	August 2016
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**HEI / Disability / Accessibility Support Service Contact Details**

<i>HEI/FEI/Other HE course provider</i>	University College Birmingham
<i>Contact Name ie Head of Service or Title</i>	Disability Adviser
<i>Postal Address</i>	University College Birmingham Summer Row Birmingham B3 1JB United Kingdom
<i>Telephone No. – Voice</i>	0121 604 1000 ext. 2622/2623/2618
<i>Minicom / SMS</i>	
<i>Email(s) – if a general disability support service email address is available please be sure to give this</i>	<a href="mailto:asc@ucb.ac.uk">asc@ucb.ac.uk</a>
<i>Web information / URL</i>	<a href="http://www.ucb.ac.uk/learning-and-support-services/learning-services/academic-skills-centre.aspx">http://www.ucb.ac.uk/learning-and-support-services/learning-services/academic-skills-centre.aspx</a>

**Institutional provisions and resources**

<i>Does the HEI have any means of supporting students in respect of the £200 student contribution to the DSA equipment package?</i>	Students can apply for means tested support
<i>Are lecture capture systems available? Do students need to make arrangements to access the recordings?</i>	Currently no lecture capture systems are in place.
<i>How are students with temporary disabilities accommodated?</i>	Students can seek advice from the ASC (Academic Skills Centre)

INSTITUTIONAL RESOURCES AND PROVISION TO SUPPORT STUDENTS WITH DISABILITIES

<i>Are any assistive technology resources available via the University Network? If so what is available?</i>	Office 365 can be downloaded to laptop/ desktop and mobile devices and we have an ASC resource on all student computers
<i>Does the HEI have any assistive technology expertise? Is there someone students can contact for assistance?</i>	Students can receive advice on assistive technology through the ASC
<i>Does HEI residential accommodation have internet access? Do students have to pay?</i>	Yes, no charge for access
<i>Is the campus covered by wifi.</i>	Yes
<i>Does the library make any accommodations for students with disabilities/SpLDs? For example extended library loans?</i>	Staff will assist students with library searches, extended loans can be arranged.
<i>Do you have study areas on campus specifically for the use of students with disabilities/SpLDs? Is specialist AT available in these locations?</i>	There is disabled access to all student resource areas and a choice of quiet/ group work zones.
<i>Are examination script labels available for students with disabilities to identify the scripts to markers? Please give as much detail as possible. Please make distinctions between coursework and examinations where appropriate.</i>	Examinations are marked anonymously, there are no script labels.
<i>What arrangements are in place for students in receipt of extended time in examinations?</i>	Students must provide the Examination department with a copy of their exam concessions to enable arrangements to be made.
<i>What is the 'standard' extended testing time value?</i>	15minutes per hour
<i>What arrangements are in place for students with a 'low distraction' or a 'separate setting' testing environment?</i>	The Examination department will arrange separate rooms.
<i>Does the HEI cover costs for support workers in examinations ie for readers and scribes...or is the DSA used to cover these?</i>	The HEI will cover costs.
<i>Can students receive extensions to deadlines? Are these negotiated on an</i>	Assignments are launched as far in advance as possible to allow all students time to meet deadlines.

**INSTITUTIONAL RESOURCES AND PROVISION TO SUPPORT STUDENTS WITH DISABILITIES**

<i>'assignment by assignment' basis or granted 'carte blanche'?</i>	Extensions can be negotiated on an assignment by assignment basis if there are extenuating circumstances. The ASC offers help in planning and time management.
<i>Does the HEI have any 'in-house' means of providing course materials and course texts in electronic / alternative formats?</i>	Lecture materials are posted on the UCB VLE, ebooks/ journals are linked through the online module delivery schemes
<i>Do any other 'student services' have particular provisions for students with disabilities? For example is there a dedicated careers adviser, study abroad adviser, residential services/accommodation adviser, study skills adviser?</i>	All student services have experience of helping students with disabilities. Study skills advisers have particular qualifications with regard to Dyslexia and Autism
<i>Any other specialist provisions?</i>	College Counsellor

**Procedures for interim support**

<i>What procedure / provision is in place relating to 'interim' support – ie support to be made available to students in advance of funding body financed provision?</i>	Students have access to support from the Academic Skills Centre.
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**In-house NMH Provision details – if available**

<i>DSA-QAG Unique Identifier:-</i>	N/A
<i>Contact Details:-</i>	N/A

**Other providers used by our students**

<i>Provider name 1:-</i>	Clear Links
<i>DSA-QAG Unique Identifier:-</i>	584823
<i>For support types:-</i>	Band 2- Sighted Guide Band 3- Specialist Enabling Support Band 4- Specialist Access and Learning Support <a href="https://www.clear-links.co.uk/charges/">https://www.clear-links.co.uk/charges/</a>

<i>Provider name 2:-</i>	Cosmic People
<i>DSA-QAG Unique Identifier:-</i>	P484YVBD8M
<i>For support types:-</i>	Band 3- Specialist Enabling Support Band 4- Specialist Access and Learning Support