

Who do I contact about a DSA query?

Below are the telephone numbers to call, depending on your funding body:

Student Finance England: 0300 100 0607

Student Finance Wales: 0300 200 4050

Student Finance Northern Ireland: 0300 100 0077

Student Awards Agency for Scotland: 0300 555 0505



ALTERNATIVE EXAM ARRANGEMENTS

Arrangements such as extra time or use of a computer or assistive software, can be put in place once we have medical evidence or a diagnostic assessment report for an SpLD.

What should you do before starting your course?

We strongly recommend that your DSA is in place before you begin your course, so that support can be put in place when you start. Send your DSA paperwork and any assessment evidence to the HE Learning Support Team at Sparsholt. They can answer your questions about SpLD screening and assessment and also provide one to one DSA funded support on issues including:

- Interpreting assignment briefs
- Reading for research
- Time management & organisation
- Establishing learning priorities
- Effective use of study skills
- Academic writing
- Addressing learning anxiety
- ASD mentoring

HOW TO CONTACT THE SPECIALIST LEARNING SUPPORT TEAM

Caroline D'Urso or **Barbara Kelly** can be reached on:

helearningsupport@sparsholt.ac.uk

Or please call in to see us in the HE Study Centre or the HE Support room in the Library.



Study and Exam Support for Students on Higher Education Courses (HE)

The Disabled Students' Allowance (DSA)

Disabled Students' Allowances (DSA) provide extra financial help if you have a disability, mental health difficulty, medical condition or specific learning difference, such as dyslexia or dyspraxia. They are available on top of the standard student finance package, don't have to be repaid and are not means tested. They are designed to help meet the extra costs students can face as a result of their disability or specific learning difficulty.

Who is eligible for the DSA?

As an HE student living in England you can apply for a DSA if you have a disability, including :

- Long-term health condition
- Mental health condition
- Specific learning difference (SpLD), eg Dyslexia/Dyspraxia/ADD etc.
- Autistic Spectrum Disorder

You must meet the definition of disability under the Equality Act 2010 in order to apply for a DSA. For long-term health & mental health conditions you will need to provide a letter from your doctor or consultant specifying the impact of your disability on your ability to study.

Those with a specific learning difference (SpLD) such as dyslexia will need to provide a post-16 diagnostic assessment report from an Educational Psychologist or Specialist Teacher. If the report confirms an SpLD it may enable you to claim a DSA from Student Finance England (SFE), or other funding body. SFE will then refer you for a Study Needs Assessment.



In order to be eligible for the DSA you will need to be studying on:

- a full-time Higher Education course which lasts more than a year, or
- a part-time Higher Education course that lasts at least a year and doesn't take any more than twice as long to complete as an equivalent full-time course (this includes distance learning courses)

You also need to have been resident in the UK for at least 3 years prior to the start of your current course of study.

How does the DSA process work?

Firstly, you will need to send evidence of your disability together with a **DSA1** application form available from:

<https://www.dsa-gag.org.uk/students/what-are-dsas/dsa-process>



Once your funding body has processed your application and established your eligibility for DSA they will write to you asking you to book a Study Needs Assessment. You can do this at any accredited assessment centre.



Once you have had your Study Needs Assessment, further recommendations for support will be sent to your funding body. They will then confirm the support which will be funded and explain how to go about arranging this.

Additional Information on how to claim can be found here:

<https://www.gov.uk/disabled-students-allowances-dsas/how-to-claim>

or alternatively on sites such as:

<http://www.yourdsa.com/dsa/application/evidence/>