

Disclosing a disability

Under UK legislation, the University is required to make reasonable adjustments for disabled students to enable them to access their studies. If you have a disability, it is very important that you make your requirements known to the University at the earliest possible opportunity in order that we can assist in working out what provision you might require and how it might be funded.

The process below outlines how we deal with the information you have disclosed, if you are made an offer of admission.

1. Postgraduate Admissions Office makes a formal conditional offer and sends the offer letter.
2. If you have disclosed a disability or specific learning disability or chronic illness in your application, then your application details are forwarded to the Disability Resource Centre (DRC).*

If you have a disability or specific learning disability or chronic illness, which you did not disclose in your application, you should contact the [DRC](#) as soon as possible.

3. The DRC will contact you to discuss your particular needs and offer advice on, for example, access to departments, transport options, or adjustments to teaching & learning and assessment. If you have specific accommodation requirements, it is recommended that you discuss these with your college at the earliest possible opportunity. A student support document is then created by the DRC and the College and Department will receive a copy of this, if agreed by you.
4. When a College is reviewing your application, they will consider whether they can meet your requirements.
5. If you disclose your disability at a later stage, or your allocated College cannot meet your requirement, then your College may assist you to initiate a formal College transfer request.
6. If your disability or specific learning disability or chronic illness means that you have specific requirements, which might need to be taken into account during your studies or examination, you are strongly encouraged to inform the supervisor and college tutor at this stage. The DRC can advise on helping students to access a range of support.

* Information you have provided about your disability will be circulated to departments along with the rest of your application so that any relevant adjustments can be made by the department in the event they wish to organise an interview. If you are made a conditional offer of admission, this information will also be sent to colleges that consider your application.