



Selskar College welcomes applications from learners with additional needs. Selskar College will endeavour to provide appropriate supports and services for all learners with disabilities or specific learning difficulties to access its courses, within the limits of available resources. Funding may be available from the Department of Education and Skills (DES) and the ESF under the Higher Education Authority (HEA) Fund for Learners with Disabilities. Learners with a wide variety of disabilities are supported including those with a Visual Impairment, Deaf/Hard of Hearing, Physical Disability, Mental Health Conditions, Specific Learning Difficulties, such as Dyslexia and Developmental Co-ordination Disorders such as Dyspraxia and significant ongoing illnesses. Applicants to the Disability Fund must meet certain nationality and residency criteria. The services and supports available to individual learners will depend on the grant allocated by the HEA.

A supplementary application form for learners with additional needs is available from Selskar College. Documentary evidence verifying the learner's Disability/Specific learning difficulty must be provided with the completed supplementary application form. Completed forms should be returned to the PLC Director as early as possible as the closing date for applications to the HEA is usually October 1<sup>st</sup>.

### Information

1. The following information is for learners with disabilities, including the areas of mental health and specific learning difficulties such as dyslexia.
2. Read the attached information before you complete the application form.
3. Failure to disclose relevant information at application stage could result in the lack of provision of additional supports and services which are designed to meet your needs.
4. Learners are advised that it is in their own interest to seek an advisory meeting with the PLC Director prior to application.

### Disability Fund

Selskar College will apply (with your consent) to the Disability Fund in the National Office for Equity of Access to Higher Education Authority (HEA) for equipment or services to help you better access your course in Selskar College. The fund provides grants towards the provision of services and the purchase of equipment for learners with disabilities. The scheme applies to learners who have sensory, physical and/or communicative disabilities. The categories covered by this disability fund include:

- Blind/Visual Impairment
- Mental Health Conditions
- ADD/ADHD
- Specific or General Learning Difficulty
- DCD (Dyspraxia/Dysgraphia)
- Deaf/Hearing Impairment
- Physical Disability
- Aspergers Syndrome/Autism
- Significant On-going illness
- Neurological Conditions (brain injury, speech or language disabilities, specific or general learning difficulty)

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The kind of supports needed may vary from person to person, but can include the following:

- Use of assistive technology equipment and software: e.g. laptops, reading software etc.
- Personal Assistant while in Wexford VC
- Use of a sign language interpreter
- Examination Considerations (scribe, reader, tape recorder, use of word processor in exams)
- Additional learning support with 1:1 or in small groups
- Transport
- Use of an electronic note taker

The level of services and support learners receive will depend on the grant allocated by the HEA. Funding usually comes through in December each year. Funding is not provided for any costs associated with assessment or diagnosis of a disability. More general information is available from the Higher Education Authority (HEA), [www.heai.ie](http://www.heai.ie). Learners have the right to appeal to the HEA, if refused a grant.

### Application Process for the Disability Fund

It is the learner's responsibility to complete the supplementary application form for Learners with Disabilities, Health Conditions and/or Specific Learning Difficulties. This is available from the administration office at [office@wexfordvc.ie](mailto:office@wexfordvc.ie) or Tel: (053) 9122753, or from the website [www.selskarcollege.ie](http://www.selskarcollege.ie)

It is the learner's responsibility to return this form to the PLC Director with 2 copies of the relevant documentation as outlined below.

<b>Primary disability, significant health condition or specific learning difficulty</b>	<b>Required Evidence One or more of the following</b>
Blind/Visual Impairment	Report from an ophthalmologist or ophthalmic surgeon with signature or a letter from the School for the Visually Impaired, signed by the Principal, letter from NCBI confirming registration with the Council
Mental Health Conditions	Report from a psychiatrist
ADD/ADHD	Report from a qualified psychiatrist or psychologist
Specific Learning Difficulty	Report from a qualified psychologist (no older than 5 years) from date of needs assessment
Neurological Conditions (brain injury, speech or language disabilities)	Report from a neurologist and/or other relevant Consultant
Deaf/Hearing Impairment	An Audiogram from a qualified audiologist or a letter from the School of the Deaf, signed by the Principal
Physical Disability	Report from a relevant consultant
Asperger's Syndrome/Autism	Report from a qualified psychiatrist or psychologist
Significant On-going illness	Report from a relevant consultant (eg for epilepsy report from a neurologist) or Consultant Registrar
DCD (Dyspraxia/Dysgraphia)	Report from a qualified psychologist and occupational therapist or neurologist
General Learning Difficulties	Report from Psychologist – no time limit

The PLC Director will arrange an appointment with the learner to commence the application process to the HEA. It is important that this appointment is scheduled prior to course commencement so that application to the HEA can be completed on time.

It is the learner’s responsibility to complete the Needs Assessment in conjunction with the PLC Director. The closing date is usually October 1st.

### Attending for interview/advisory meeting

Learners who require special assistance (e.g. a sign language interpreter, personal assistants (etc.) when attending an interview or advisory meeting are requested to provide their own assistant.

If this is not possible, then learners should contact the PLC Director well in advance at (053) 9122753 to allow the college to make appropriate arrangements as it may take a number of weeks to source special arrangements.

It is important to note that if the applicant is unable to attend for interview or for the advisory meeting at the scheduled time that adequate cancellation notice for this service can be given. It is the responsibility of the learner who has not been assessed to make sure that assessment is complete prior to attending college.

<b>Useful Contacts</b>	
<b>The Association for Higher Education Access and Disability (AHEAD)</b> Phone: (01) 7164396 Email: ahead@ahead.ie Website: www.ahead.ie	<b>Dyslexia Association of Ireland</b> Phone: (01) 6790276 Email: info@dyslexia.ie Website: www.dyslexia.ie
<b>Deaf Hear</b> Phone: (01) 8175700 Email: info@deafhear.ie Website: www.deafhear.ie Minicom: (01) 8175777 Text: (01) 8783629	<b>National Council for the Blind and Visually Impaired</b> Phone: 1850334353 Email: info@ncbi.ie Website: www.ncbi.ie

### Examination considerations

- Learners can request special examination considerations based on individual needs.
- Learners need to supply the PLC Director with a copy of the Department of Education’s accommodations letter they received in 2nd level.