

Support for disabled students at Imperial College London

The **Disability Advisory Service** is open to all Imperial College applicants and students, whether they have an established disability, or are considering the possibility of assessment for a specific learning difficulty. We offer confidential advice, support and guidance on a range of issues, including:

- Access arrangements for examinations
- Screening and assessments for specific learning difficulties
- Arranging options for disability-related support
- Getting additional evidence of disability (if required)
- Learning and teaching support, e.g. longer library loans, accessing assistive technology, adjustments to teaching materials, specialist one-to-one study skills support and specialist mentoring.

To arrange an appointment with a Disability Advisor, contact us at:

Disability Advisory Service

Imperial College London

566 Sherfield Building

South Kensington Campus

T: 020 759 49755

disabilities@imperial.ac.uk

www.imperial.ac.uk/disability-advisory-service

Disability Advisory Service

Disclosing a disability

What does disclosing a disability mean?

If you have a disability, specific learning difficulty or enduring health/mental health condition, then we recommend that you disclose this to the College. Disclosing a disability means that reasonable adjustments can be put in place to help reduce any barriers to study for students with additional support needs. It will also ensure that your specific individual needs are being met.

Disclosing a disability will **not** result in unfavourable treatment. Students are sometimes concerned about discrimination, or feel they might be misunderstood by people with pre-conceived ideas about disability. If you have such concerns, these can be discussed in confidence with the Disability Advisory Service (DAS).

What happens to the information I disclose?

Information given to the DAS will **never** be shared with anyone who is not directly involved in your personal student experience, and will only be shared if you have signed a disclosure form when you met with a DAS team member. This can include, for example, the Departmental Disability Officer, the student accommodation office, or the Health Centre.

Is information about my disclosure shared with my parents/ carer/relatives?

Once you enrol as a student at Imperial College London, the DAS will **never** discuss your disability with anyone in your family, unless you have given us specific, explicit written consent to do so.

When should I disclose?

Students can disclose their disability at any point during their studies at College. However, we recommend that you disclose as soon as possible, as this will help us to ensure that you receive appropriate support throughout your student journey.

How do I disclose a disability?

You can disclose to any of the following:

- **The Disability Advisory Service**

Send an email to disabilities@imperial.ac.uk. We will ask for a copy of your evidence, which you can supply electronically or by post to the address overleaf.

- **Your Department**

Inform someone in your Department, such as your Personal Tutor, or the Departmental Disability Officer (DDO). This information will not be passed automatically to the DAS, so you either need to inform the DAS separately, or ask your DDO to do so on your behalf.

- **Updating your Student Record**

A downloadable guide is available at the 'Updating your Student Record' page on the Disability Advisory Service website (www.imperial.ac.uk/disability-advisory-service/current-students/updating-records). Support will not be put in place automatically, so if you disclose by this method and have support requirements, you also need to make an appointment with the Disability Advisory Service.

How can I access information about me held by the Disability Advisory Service?

If you require a copy of any reports or other information held on your DAS file, please email disabilities@imperial.ac.uk. This information will be held for five years after the date of your graduation.