**DASS Study Needs Assessment Referral Form**

The purpose of the study needs assessment is to determine what difficulties you may face with your study due to your disability, and to consider what support can be provided to overcome those difficulties. In order to get the best outcome from this assessment, we require the following information in advance. This will enable us to do any prior research needed, so that we can consider the full range of support available.

**Personal Details**

|  |
| --- |
| Name |
| Home address |
| Term time address |
| Telephone no(s) |
| Email |
| Date of Birth |
| Disability Details as listed in your evidence (Dyslexia/MH etc) |

**Institution Details**

|  |
| --- |
| College / University Name and Address |
| Student ID number |
| Course of Study: |
| Year start: Year finish: Current year of Study: |
| We will not disclose your identity to your university/college without your permission. However, it may be helpful for us to contact your disability officer/course leader for information regarding your course. Please confirm if you are happy to give your permission? **Yes/No** |
| Disability Support Service Details –Phone No/Email |
| Course Leader Name and Contact Details |

**Course information - Please tick all that apply to your course ‎✓**

|  |  |  |
| --- | --- | --- |
| **Teaching structure** | **✓** | **Any further details, you feel may be important** |
| Lectures |  |  |
| Seminars |  |  |
| Tutorials |  |  |
| Labs / Practical(s) |  |  |
| Field trips, visits |  |  |
| Placement(s) |  |  |
| Other – please specify: |  |  |

|  |  |  |
| --- | --- | --- |
| **Course assessment** | **✓** | **Any further details – numbers / length etc.** |
| Examinations |  |  |
| Written Assignments |  |  |
| Project(s) |  |  |
| Placement |  |  |
| Oral / presentations |  |  |
| Practical Assignments |  |  |
| Lab / practical reports |  |  |
| Dissertation |  |  |
| Other please specify |  |  |

**How do you feel your disability Impacts on Study… Please tick all that impact ‎✓**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Handwriting |  | Typing |  | Mobility |  |
| Reading speed |  | Reading accuracy |  | Reading comprehension |  |
| Concentration |  | Processing speed |  | Short-term memory |  |
| Spelling |  | Grammar |  | Structure in writing |  |
| Time management |  | Organisation |  | Note taking |  |
| Mood |  | Motivation |  | Confidence |  |
| Physical health |  | Energy levels |  | Coordination |  |
| Vision |  | Hearing |  | Communication |  |
| Have you previously received any support? If yes, what type of support? | | | | | |
| Do you have a computer/tablet you use for your studies? If so, please state what you are using: | | | | | |
| Using any assistive technology at the moment? | | | | | |

**If you use your own computer, a University managed computer, or have been provided with a computer by your employer then please provide us with the following information about your computer:**

|  |  |
| --- | --- |
| **Make and Model** |  |
| **Year Purchased or Age** |  |
| **Processor** |  |
| **Installed Memory/RAM**  **e.g 8Gb** |  |

**Instructions on how to find the above information.**

**Windows**

**Go to search and type “About”**

**Click “About your PC”  
  
Under Device specifications, it will list Processor and RAM. Please note these above.**

**Mac**

**On the Apple menu (top-left of the screen), choose ‘About this Mac’.**

**Please note down the model – it will say something like ‘Macbook Pro 2,1’.**

**Please also note down the serial number.**

**Student Signature (type) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date form completed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**