**Your University Support Plan**

**Background Information given to the School:**

This section will be filled in when you have your individual appointment with a Disability Adviser to ensure that you have ownership over the information you want to disclose.

**Exam Support:**

We’re aware that most PhD students don’t have timed, written examinations, and so no exam support has been put in place for you. If this is not the case, please contact us asap. The University has an exam support deadline prior to each main exam period. The next deadline can be found at: <http://www.dass.manchester.ac.uk/what-support-can-i-get/exams/>

**Additional Academic support:**

* Should you need to submit an extension request, DASS has asked your supervisors to consider this, due to the potential difficulties caused by your Specific Learning Difficulty
* If you are struggling selecting reading/research material, DASS has asked your supervisors to offer additional support, where possible, if approached for further guidance.
* DASS has explained to your supervisors that you may prefer to use alternative formats, such as mind maps, when working with and presenting your ideas.

**Writing:**

* If you are struggling with the structuring and/or sequencing of your thesis, please consider the [assistive software](http://www.dass.manchester.ac.uk/what-support-can-i-get/study-support/assistive-software/) available to you on campus to help you with composing, organising and proofreading your written work.

There are also [drop-in training sessions](https://www.library.manchester.ac.uk/training/my-learning-essentials/drop-ins/) available to you for further guidance on the use and application of the assistive software on campus. If you are still struggling, DASS has asked your supervisors that if they are approached, to offer additional support where possible.

# Library support:

* **Extended high demand library loans**

High Demand Books in the library are normally loaned for 3 day periods. You are allowed to borrow these books for 5 days at a time. The self-issue machines do not indicate the longer loan, but this is corrected by an overnight computer run, which automatically picks up that you have the longer loan in place and adjusts the due date.

# Viva Examination and Assessment:

* Should you wish to use assistive software to support you in the presentation of your work, such as mind maps, please discuss and agree this in advance of your viva with your supervisors. DASS has explained to your supervisors you may request an alternative format as part of the delivery of your work.
* You may choose to utilise your own notes, write down questions posed or ask for questions to be repeated/rephrased, and/or request additional time when formulating your answers. Viva assessors have also been asked to use succinct and focussed questions and avoid the use of multi-part questions.
* Should you wish to take rest breaks during your viva, please discuss and agree this in advance with your supervisor. Rest breaks will be capped at 10 minutes per hour of viva. DASS have advised your supervisors you may request this additional support.

**Please** [**contact**](http://www.dso.manchester.ac.uk/contact-and-see-us/who-is-my-disability-adviser/)[**your Disability Adviser**](http://www.dso.manchester.ac.uk/contact-and-see-us/who-is-my-disability-adviser/) **before your Viva if you’re unsure about**

**your assessment support.**