



Step 4 The Study Needs Assessment follows on from your DSA application.

Following your application for DSA funding, you will receive an 'Eligibility Notification' letter from your funding body.

This may ask you to arrange an appointment for a Study Needs Assessment.

- Contact your funding body if you have not received this within 3-4 weeks of applying
- You can find and choose an approved assessment centre via:
www.dsa-qag.org.uk
- The Study Needs Assessor will explore your specific learning requirements and make recommendations to your funding body

Following your Needs Assessment...

- Your funding body will send you your 'Entitlement Notification' about specialist equipment and support and **instructions for you to follow to access these.**

Access support

- By contacting the SpLD Support Team to arrange this
- Keep us informed of any issues as they arise

Contact the SpLD Support / Learning Support Service Team for advice or guidance.

In person: Catalyst Helpdesk
Email: spld@edgehill.ac.uk
Tel: 01695 657526
ehu.ac.uk/spld

Specialist Support Assessment Process

This leaflet explains the assessment process of identifying indicators of a Specific Learning Difficulty (SpLD).



■ Step 1 Informal Assessment.

The Informal Assessment process looks for indicators of SpLD.

- The appointment is with a member of the SpLD Support Team
- Allow up to 1 hour for this appointment

Following your informal assessment you can arrange support by contacting the team on spld@edgehill.ac.uk and letting us know your availability. The team will then arrange a support appointment for you.

■ Step 2 If there are sufficient indicators of SpLD, you may be referred for a full Diagnostic Assessment.

The Diagnostic Assessment is for diagnosing SpLD and meets DSA funding body requirements.

- The appointment is with an approved assessor
- The assessment will take up to 2½ hours
- It measures cognitive skills, identifies learning strengths and challenges
- A full report will be sent to you by email; allow 2 weeks for this
- A cancellation fee may apply if 24 hours' notice is not given

The cost of the assessment is subsidised by the University.

You will be required to contribute £100 towards the cost of the assessment.

■ Step 3 This appointment will focus on the results of the Diagnostic Assessment.

At the feedback appointment, your support requirements will be discussed and paperwork completed.

The appointment is with a member of the SpLD Support Team.

- The appointment will take up to 1 hour
- Any questions you have arising from the report will be addressed
- You will receive guidance in applying for the Disabled Students' Allowances (DSA)*
- We will complete these forms with you:
 - Student Support Plan (SSP) including Feedback Guidelines
 - Disability Declaration (DD)
 - Examination Modifications Request and;
 - Learner Agreement forms

* Disabled Students' Allowances (DSA). Please bring your Student Finance customer reference number, or NHS Bursary reference number with you to this appointment if you have not already applied for DSA. Some DSA forms also ask for start and end dates of your course, and for your bank details.