

## Student - Checklist

- Make an appointment with the Disability Liaison Officer (DLO) as early as possible.
- Accept your course offer.
- Enrol in your subjects, if possible.
- Gather evidence of your support needs (see below).

### At the DLO appointment

- Bring proof of your deafness (letter from your audiologist or GP).
- Explain what support you need in lectures and classes.
- Discuss any concerns you might have about studying, or suggestions for your support needs.

### After meeting with the DLO

- Email the DLO to confirm the access and support arrangements discussed in your appointment.
- Review the access plan that the DLO has prepared. The DLO will use this plan to talk about your support needs with other staff. It is important that this is correct.
- Optional:** email teaching staff to introduce yourself before classes start.

### Throughout the year

- Check in with your DLO 2 or 3 times a year, let them know how things are going.
- Contact the Disability Support Service as soon as possible if:
  - ▶ There are any changes to your classroom
  - ▶ There are any changes to your timetable
  - ▶ You are having difficulties with your support staff (e.g. note-takers, interpreters)

As a student, you always have a right to discuss your preferences with support staff or request a change in your support services, including a change in the staff you work with.

Your DLO will consider your request and do what they can.

**For more information, contact us at:**

<b>Email</b>	<a href="mailto:info@deafconnected.edu.au">info@deafconnected.edu.au</a>
<b>Telephone</b>	0392698308
<b>Web</b>	<a href="http://deafconnected.com.au">deafconnected.com.au</a>
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