

STUDENT CHECKLIST

Before your course starts

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

At the DLO appointment

- Bring proof of your deafness (a letter from your GP or audiologist)
- Explain what support you need in lectures and classes
- Discuss any concerns you might have about studying, and 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 all the information 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

You must contact the DLO as soon as possible if

- there are any changes to your class location
- there are changes to your timetable
- you are having difficulties with your support staff (e.g. notetakers, interpreters)

As a student, you always have the right to discuss your preferences with support staff or have your access and supports reviewed. This may include changing the staff you work with.

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

deafConnectEd can assist you with making requests or complaints, and refer you to people to help you if you feel you have been discriminated against.

Contact us

Email info@deafconnected.com.au

Phone 03 9269 8308

Web deafconnected.com.au

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