

UNIVERSITY OF SOUTHAMPTON DELHI

DISABILITY AND INCLUSION POLICY

1. INTRODUCTION

University of Southampton Delhi (UoSD) is committed to fostering an inclusive, equitable, and accessible learning environment for all students. The University recognises disability as an integral dimension of diversity and affirms its responsibility to remove barriers that may hinder full and effective participation in academic and campus life.

This Policy establishes the institutional framework for supporting students with disabilities through reasonable accommodations and structured support mechanisms, in accordance with the Rights of Persons with Disabilities Act, 2016 (RPwD Act).

The University affirms that no student shall be discriminated against in admission, academic progression, assessment, qualification conferral, access to services, or campus life based on disability.

2. Framework

Under the Rights of Persons with Disabilities Act, 2016 (RPwD Act), higher educational institutions are required to:

- I. Prohibit discrimination on the ground of disability.
- II. Provide reasonable accommodation.
- III. Ensure accessibility of physical infrastructure, information systems, and services.
- IV. Promote inclusive education.
- V. Protect students from harassment and victimisation.

The duty to provide reasonable accommodation applies where a provision, criterion, practice, physical feature, or absence of auxiliary aid places a student with disability at a substantial disadvantage in comparison to others.

2.1 Definition of Disability

For the purposes of this Policy, disability shall have the meaning assigned under Section 2(s) of the Rights of Persons with Disabilities Act, 2016.

Under Section 2(s) of the Rights of Persons with Disabilities Act, 2016, a “person with disability” is defined as:

A person with long-term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders their full and effective participation in society equally with others.

3. SCOPE

This Policy applies to:

- I. Undergraduate students
- II. Postgraduate taught students

This Policy applies across all academic, administrative, residential, digital, and campus activities of UoSD.

4. INSTITUTIONAL PRINCIPLES

UoSD is guided by the following principles:

1. Non-discrimination and equality of opportunity.
2. Individualised assessment of needs.
3. Confidential handling of disability-related information.
4. Maintenance of academic standards and competence requirements.
5. Shared responsibility across Faculties and Professional Services.

Reasonable adjustments shall not dilute competence standards of academic programmes.

5. DISABILITY SUPPORT STRUCTURE

The Disability Support Office (DSO), Managed by the Student Support Manager, is responsible for:

- I. Assessing student needs.
- II. Recommending reasonable accommodations.
- III. Issuing formal Student Support Recommendations (SSR).
- IV. Coordinating Additional Exam Recommendations (AERs).
- V. Advising Faculties and administrative units.
- VI. Monitoring implementation.

All Faculties and Professional Services remain independently responsible for implementing approved accommodations.

5.1 Contacting the Disability Support Office (DSO)

The DSO may be contacted through the Student Hub or via the following reporting channels for any assistance:

- I. By email: studenthub@delhi.southampton.ac.uk
- II. Via telephone helpline: +91 124 4288000 (Ext: 1)

6. POLICY FOR PROSPECTIVE STUDENTS

Applicants are encouraged to disclose disability at the application stage to enable timely support planning.

Where disability is declared:

- I. The DSO may request supporting documentation.
- II. An individual consultation may be offered.
- III. Reasonable accommodations may be provided for entrance tests and interviews.

Disclosure is voluntary. However, non-disclosure may limit the University's ability to implement timely support.

7. POLICY FOR NEW AND CURRENT STUDENTS

Students may request support at any stage of their academic journey.

7.1 Student Support Appointment (SSA)

Students may schedule an SSA with the DSO to discuss needs and supporting documentation.

7.2 Student Support Recommendations (SSR)

Following assessment, the DSO may issue an SSR outlining:

- I. Nature of disability (functional impact, not medical diagnosis details)
- II. Recommended reasonable adjustments
- III. Examination arrangements (if applicable)
- IV. Assistive technology requirements
- V. Other academic adjustments

The SSR is shared on a strict need-to-know basis.

8. TYPES OF ADJUSTMENTS

Adjustments may include, but are not limited to:

- I. Additional time in examinations/coursework
- II. Rest breaks
- III. Separate venue
- IV. Use of assistive technology
- V. Accessible teaching materials
- VI. Lecture recording (subject to academic approval)
- VII. Alternative assessment methods where reasonable
- VIII. Priority module registration
- IX. Adjustments are forward-looking and not applied retrospectively.

9. ADDITIONAL EXAM RECOMMENDATIONS (AER)

9.1 Scope

This section applies to all time-bound examinations conducted under invigilated conditions.

9.2 Principles

AERs are implemented to ensure that students can demonstrate their academic competence without being disadvantaged by disability-related barriers.

AERs do not alter competence standards.

9.3 Procedure

Students may request AERs through:

- I. A direct AER application route before examination through Student Hub; or
- II. An SSR route via Student Support Manager.

Requests must be submitted within communicated deadlines (typically 8–10 weeks prior to examination period).

9.4 Types of AERs

Type of Adjustment	Description
Extra Time	Most students receive 25% extra time, but in some cases 50% or even more may be appropriate; higher only where justified
Rest Breaks	Supervised non-writing breaks
Separate Venue	Smaller or low-stimulation room
Use of Computer	Where handwriting presents barrier
Reader / Scribe	Where required and approved
Assistive Software	Screen readers, speech-to-text
Flagging of Scripts	Non-penalisation for spelling where appropriate

9.5 Alternative Assessment

Where extended exam duration becomes unreasonable, alternative assessment methods may be considered in consultation with Faculty, provided competence standards are preserved.

10. ACCESS TO EXTERNAL OR INTERNAL FUNDING

Students eligible under Indian governmental disability schemes may apply independently.

Where financial assistance for disability-related support is sought from the University:

- I. Such support is not automatic.
- II. Any disability-related allowance, funding, or equipment grant at UoSD shall be approved only after formal review and resolution by the Chief Operating Officer (COO) and Academic Provost on a case-to-case basis.
- III. No allowance shall be granted without such Council-level approval.

Equipment provided by the University remains institutional property unless otherwise approved.

11. CAMPUS LIFE AND INFRASTRUCTURE

The University shall progressively ensure:

- I. Accessible classrooms, washrooms, and residential facilities.
- II. Accessibility audits at periodic intervals.
- III. Compliance with safety protocols.
- IV. Reasonable housing adjustments where feasible.

12. CONFIDENTIALITY

All disability-related information is processed in accordance with applicable data protection laws in India.

Information is:

- I. Stored securely.
- II. Shared strictly on a need-to-know basis.
- III. Not reflected on academic transcripts.

13. ROLES AND RESPONSIBILITIES

13.1 Students

Students are responsible for:

- I. Disclosure of the Disability at the beginning of the Academic Year or at the time of Admissions.
- II. Providing supporting documentation where available.
- III. Meeting academic programme standards.
- IV. Engaging actively with the DSO.

13.2 Faculty

Faculty are responsible for:

- I. Implementing approved SSR and AER recommendations through PAT and if necessary, through direct outreach to the Student Support Manager.
- II. Maintaining academic standards.
- III. Consulting DSO where implementation concerns arise.

13.3 Disability Support Office

The DSO shall:

- I. Assess needs individually.
- II. Issue formal recommendations.
- III. Train relevant staff.
- IV. Monitor effectiveness of accommodations.

V. Maintain confidentiality.

The DSO team will comprise of the Student Experience team and would be led by the Student Support Manager.

14. REVIEW AND GOVERNANCE

This Policy shall be reviewed annually.

The Student Experience Team retains authority to amend this Policy in line with statutory requirements.

Document Control and Version History

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