

Providing Education to Students with a Disability

The Institute is committed to ensuring that prospective and enrolled students with a disability have equitable access to higher education and the opportunity to participate fully and fairly in all aspects of the student experience.

The Institute aims to provide a welcoming, inclusive, non-discriminatory and safe learning environment. Curriculum, learning resources, teaching and assessment practices are informed by principles of universal design, and reasonable adjustments are provided where appropriate to support students' access, participation, retention and success.

For the purposes of this policy, disability may include temporary or permanent physical, intellectual, sensory, neurological, learning or psychosocial disabilities, diseases or illnesses, physical disfigurement, medical conditions or work-related injuries.

Disclosure

Students are not required to disclose a disability. However, disclosure is encouraged where a student may require additional support or reasonable adjustments.

To receive specialist support or have a reasonable adjustment approved, students must disclose their disability and provide appropriate supporting documentation. Students may disclose a disability when applying to the Institute or at any later time.

Information disclosed by students is treated confidentially and may also be used to support the Institute's equity strategies and meet government reporting requirements.

Admission and Enrolment

The Institute provides accessible information about its courses, admission requirements and application processes and can assist students with a disability with admission and enrolment where requested.

Student selection processes are non-discriminatory and support fair access for members of under-represented groups.

Reasonable Adjustments

A reasonable adjustment is a measure or action that assists a student with a disability to access admission or enrolment, participate in their course or subject/unit, or use Institute facilities and services on the same basis as a student without a disability.

Adjustments are determined with consideration of the student's individual learning needs and the interests of everyone affected.

Reasonable adjustments may include:

- › alternative assessment arrangements;
- › adaptive equipment;
- › assignment extensions;

- › additional examination time; or
- › separate examination rooms.

Reasonable adjustments do not exempt students from demonstrating the required learning outcomes or meeting academic, professional or accreditation standards, and must not provide an unfair advantage.

Applying for Reasonable Adjustments

Students seeking reasonable adjustments or academic support must provide documentation from a qualified and relevant health professional regarding their disability.

Students who disclose a disability are referred to the Academic Coach for a confidential discussion about their individual study and assessment needs and possible reasonable adjustments.

Students can also contact the Academic Coach directly:

Academic Coach

Phone: 1800 570 511 (Option 2)

Email: academiccoach@aipc.net.au

Individual Learning Plans

Where reasonable adjustments are required, the student and Academic Coach discuss appropriate strategies and options. Advice may also be sought from relevant external organisations or agencies where necessary.

An Individual Learning Plan (ILP) is developed with the student based on their individual needs. The relevant Program Leader approves the ILP after confirming that the proposed arrangements do not compromise academic or assessment standards.

The Academic Coach communicates the approved arrangements to relevant staff and follows up with the student and academic staff during each study period to monitor implementation and progress. The Program Leader is responsible for ensuring the agreed strategies and arrangements are appropriately considered and implemented.

Work-Integrated Learning and Placement

Some required work-integrated learning or placement subjects/units may involve particular abilities or capabilities that students must demonstrate to achieve the required learning outcomes without compromising their own health, safety and welfare or that of others.

In some circumstances, a reasonable adjustment may not be possible. Any such determination will be made following consultation with the student and other relevant parties.

Students should review any mandatory work-integrated learning or placement requirements for their course, which may include medical checks, professional registration, police checks, vaccinations or other academic and professional requirements.

Accessible Facilities and Support

The Institute provides and equips facilities to support equitable access and participation in the educational, social and cultural aspects of the student experience.

The Institute also provides academic support for students with a disability and monitors the progress of students with disclosed disabilities to help support their participation and progression.

Where the Institute is unable to provide the support required, students may be referred to an appropriate external service provider.